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ABSTRACT

This report, prepared cooperatively by the Planning Committee of the Austin, Texas Legislative Reference Library and 14 participating states, is intended to give participants an overview of the status of state documents in these states and of nationwide state documents planning. It is also intended to provide necessary background information for more interstate cooperation in state documents. The first section describes nationwide programs--Center for Research Libraries, Council of State Governments, Information Handling Services, and the Library of Congress "Monthly Checklist of State Publications." Guidelines for minimum state servicing of state documents and a statement of the American Association of State Libraries follow. State reports are given for Arizona, Arkansas, Colorado, Kansas, Louisiana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Utah, and Wyoming. Additional topics covered are selection and acquisition aids, selected reference sources (including a comparative chart of federal/state sources), revised standards for state author heading lists, Hordusky Questionnaire on State Document Checklists, and depository and model legislation. A separate section covers checklists--guidelines, current checklists, and summaries of responses to a New York State documents questionnaire. (KP)

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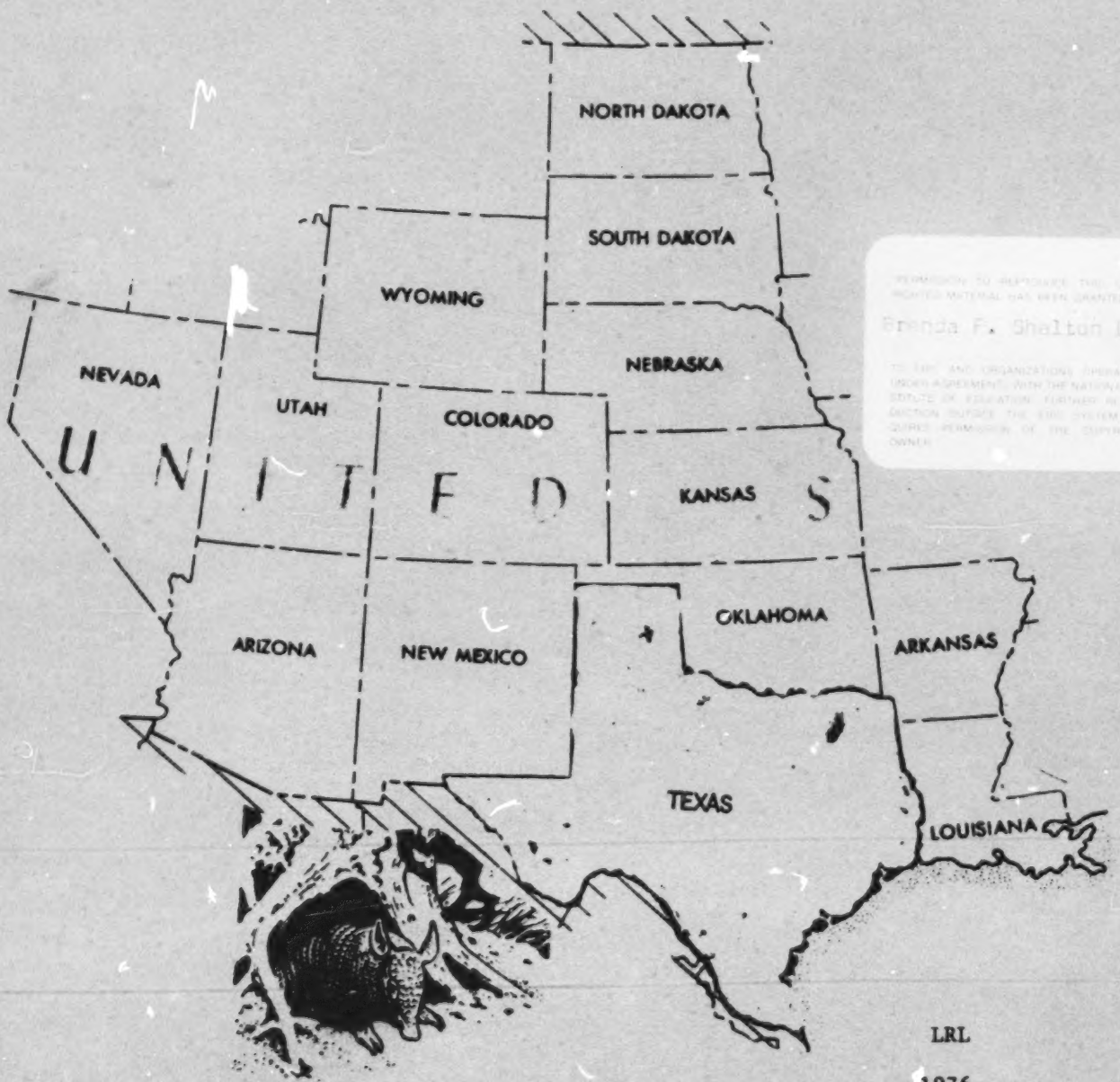

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CONTENTS

Page

Nationwide Programs
- Center For Research Libraries. 3
- Council of State Governments 5
- Information Handling Services 4
- Library of Congress 6

Guidelines for Minimum State Servicing of State Documents 8

Statement of American Association of State Libraries on State Documents . . 9

State Reports . . . . . 9 - 21
- Arizona 9
- Arkansas 10
- Colorado 10
- Kansas 11
- Louisiana 12
- Nebraska 13
- Nevada 15
- New Mexico 16
- North Dakota 16
- Oklahoma 16
- South Dakota 17
- Texas 18
- Utah 20
- Wyoming 21

Selection & Acquisition Aids 22

Selected Reference Sources - Comparative Chart of Federal/State Sources . . 24 - 35

Revised Standards For State Author Heading Lists 36

Checklists
- Guidelines for Checklists of State Publications 38
- Current Checklists of State Publications 39
- Summary and Abstract of Responses to New York State Documents Questionnaire 41

Hordusky Questionnaire on State Document Checklists 42

Depository Legislation 44

Model Legislation -- State Publications to Library of Congress 46

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This publication has been prepared cooperatively by the Planning Committee and by the participating states to give participants an overview of state documents in the fourteen states and of the status of state documents planning nationwide. It is our intention to provide some of the background necessary for more interstate cooperation in state documents.

Special thanks are due the SOUTHWESTERN LIBRARY ASSOCIATION BIBLIOGRAPHIC NETWORKING AND RESOURCE SHARING ADVISORY GROUP, sponsors of the Institute, who realize the importance of state documents in the world of information.

Brenda F. Shelton Olds, Editor

LEGISLATIVE REFERENCE LIBRARY
Box 12488, Capitol Station
Austin, Texas

November, 1976

Limited edition

CENTER FOR RESEARCH LIBRARIES*

"The Center For Research Libraries is a non-profit organization operated and maintained by its member institutions for the purpose of increasing the library materials available to their readers for research. Founded in 1949 by a group of ten universities, with the help of grants from the Carnegie Corporation and the Rockefeller Foundation, the Center is now an international organization with over 150 members and associate members and a collection of over three million volumes of materials important for research.

ACCESS AND USE

Any material owned by the Center can be borrowed by a member library for research use by its readers on the same basis as if it were the library's own material. Since the materials are intended for research use only, they may not be assigned to reserve book reading rooms for class use. Materials may be kept for as long as needed, rather than for only two weeks as with the usual interlibrary loan, though of course they remain subject to recall if needed by another reader.

Also unlike the usual interlibrary loan, material borrowed from the Center can be available within, usually, three to four days after the request is made. Member libraries can transmit their requests to the Center via collect teletype, telephone, or telegram, and the Center will send the material via United Parcel Service or Air Parcel Post.

Readers may not send their requests directly to the Center but must make them through their library's Interlibrary Loan Department.

MATERIALS AVAILABLE

In order to appreciate the scope of the materials available, it is important to understand these do not consist, as is sometimes thought, only of older materials deposited in the Center by its member libraries. ...the policy has been to acquire directly by purchase, exchange, or gift, those materials needed for research but not readily available in the member's own collections and whose use can be shared without handicap. ...Such directly acquired material includes both newly published titles and older printed works and archives, both of the latter usually in microform.

...One of the Center's significant benefits is that for several major categories of materials it will acquire and lend any accessible title needed for present research that it does not already have. These categories are foreign doctoral dissertations, microfilms of U.S. or foreign newspaper files, and microfilms of U.S. or foreign archives....

For more complete and detailed descriptions consult the Center's Handbook.

...A printed catalog in eight volumes, covering newspapers, monographs, and serials is also available in all member and most associate member libraries.

STATE DOCUMENTS

Since January 1952 the Center has collected on a continuing basis and as comprehensively as possible all documents of all 50 U.S. states and territories, and of their various departments and agencies, except session laws and compiled statutes. Agricultural experiment station publications are collected selectively. Well over 100,000 volumes of pre-1952 state documents have been deposited by member libraries."

*Excerpts from Library Materials Available for Research.

STATE PUBLICATIONS PROGRAM

LIBRARY AND EDUCATION DIVISION

INFORMATION HANDLING SERVICES

The STATE PUBLICATIONS PROGRAM consists of three distinct parts:

1. A Checklist of virtually every state publication (Excluding College and University Catalogs, Case Law, statutes and statutory codes and Books published by University Presses).
2. Microfiche copies of select state publications.
3. Bibliography/Index of the publications produced on microfiche.

CHECKLIST

The 1976 Checklist will be published in 3 columns. It will contain bibliographic citations of state publications issued during 1975 and 1976.

Starting with 1977, the checklists will be published quarterly. Each year's checklist will contain the state documents most recently identified. Thus, it is possible that the 1978 Checklist could contain some 1975 publications due to the time lag between the publication of a document and its distribution.

Documents published before 1975 will be included in a retrospective STATE PUBLICATIONS PROGRAM, if a need for checklists of these older materials is determined.

Each checklist will contain a main entry section and four computer generated keyword-out-of-context (KWOC) Indices to which enrichment terms are added as needed. The main entry section will be arranged in alphabetical order by state and within each state by agency.

Each citation will contain an accession number consisting of the two letter abbreviation assigned to the state by the Postal Service, a four digit number which is unique for each citation within a state, followed by a colon and a single digit number, which designates the checklist volume in which the citation appears. This accession number allows the citation to be identified in the indices.

The title of the document follows the accession number followed by: the date of coverage, if known; personal author; place and date of publication; and pagination. The availability of the document is also included whenever possible.

The four indices in the checklist give access to the data in the main entry section by: 1. Personal Author; 2. Date of Coverage; 3. Agency; 4. Subject.

All the indices are produced by our computer-generated KWOC program. This means that the subject index is based on the titles, however, these have been enriched whenever the title is not descriptive enough. An annual cumulated index in included as part of a subscription to the checklists.

MICROFICHE

The microfiche portion of the program will contain documents selected for their quality and the probable continued interest in their subject matter.

The subject areas to be included this year, taken from the list of subject headings included in the sample packets are: ADMINISTRATION; LEGISLATIVE CONFERENCE PUBLICATIONS; LEGISLATIVE COMMISSION PUBLICATIONS; LEGISLATIVE MANUALS; REVENUE; BUDGET; GEOLOGICAL SURVEYS; NATURAL RESOURCES; AGRICULTURE; EDUCATION; TRANSPORTATION; SOCIAL STATISTICS; LAW ENFORCEMENT; HEALTH AND MEDICINE; SOCIAL REFORM; STATE PLANNING AND LABOR AND EMPLOYMENT.

As the program progresses, it will be expanded to include at least all the subject areas on the list.

Documents from the following states will be microfiched this year: Calif.; Fla.; Ga.; Hawaii; Ill.; Ind.; Iowa; Texas; Mass.; New York; Ohio; Ore.; Penn.; S. Car.; S. Dak.; Virgin Is.; & Puerto Rico.

This will, of course, be expanded to include all the fifty states.

The microfiche will be produced monthly.

BIBLIOGRAPHY/INDEX

The Bibliography/Index part of the program will have the same format as the checklist, except that it will be arranged by broad subject headings rather than by state and the alpha portion of the accession numbers will refer to these headings. The microfiche will have the same alpha-numeric accession number so that the index to the bilbiography is also the index to the microfiche file.

The material will be indexed by: 1. Primary author; 2. Subject; 3. Date of Coverage; 4. Agency; 5. State; 6. Date of Publication.

The subject index here, will be in depth, not confined to enriched titles, and it will be thesaurus controlled.

The bibliography will be published monthly with annual accumulations. Although this will begin relatively modestly, we expect to produce a separate Thesaurus and to make the bibliography/index available as an on-line computer search program. (Samples of the bibliography, microfiche and checklist are included in the sample packet.)

AVAILABILITY

The parts of the STATE PUBLICATIONS PROGRAM will be made available in various ways: for example: The checklist will be available by state. There are indices with the individual state checklists, but no cumulated indices.

The microfiche will be available in silver or Diazo by Subject, by state, or by agency. Also, individual titles will be available in Diazo only.

CURRENT SESSION LAWS

The Current State Session Laws program contains the official session laws of all the 50 states, Puerto Rico and the Virgin Islands. The first segment contains the Session Laws from 1970 through 1974. This will be a continuing program.

Bibliographic control of the Session Laws will be made possible with the catalog cards we are producing, using Library of Congress format.

Subject retrieval of the material is possible through the coordinate Subject index, tied to the microfiche headers.

We are making this program available in segments by state, by year and by session in addition to the entire file. The catalog cards and index are provided free only to purchasers of the complete program; however, these items can be purchased separately to go with the individual segments.

INDEX TO STATE AGENCIES

This index is being produced as a direct result of our activities in producing the STATE PUBLICATIONS PROGRAM Checklist.

It will include all of the agencies cited in the Checklist.

Access to the agencies will be by state and by subject. This will make it possible to determine how a state designates a particular agency and which agency is concerned with a specific subject area. In a sense, it provides something like a "master" authority list for all states, plus the Virgin Islands and Puerto Rico.

COUNCIL OF STATE GOVERNMENTS

The Council of State Governments (CSG) was organized in 1933, by all the states to provide a central focal point of state government activity. It exists to serve all branches of government through research and the dissemination of information. The collecting and disseminating of information on the states is a major part of its work.

In 1947, the Council was designated as a depository for the legislative research reports of all the states and territories. Each state deposits three copies of the reports with the CSG Interstate Loan Library so that all legislative service agencies can borrow the reports on request. CSG provides bibliographic access through its Legislative Research Checklist (now issued bi-monthly).

The interstate exchange of state legislative service agency publications began in 1956, as a program of the National Legislative Conference (NLC) and CSG with 16 states participating. By 1973, 40 states exchanged reports. The Manual for Interstate Exchange of Legislative Service Agency Publications, revised 1973, lists the library designated to send and to receive out-of-state reports. SWLA-MPLA states participating in 1973 are Colorado (2/24/61, Legislative Council), Kansas (6/6/66, Legislative Service), Louisiana (2/23/59, Legislative Council), Nevada (6/11/57, Legislative Counsel Bureau), North Dakota (2/21/52, Legislative Council), South Dakota (3/30/57, Legislative Research Council), Texas (3/4/57, Legislative Council), Wyoming (4/26/61, Legislative Service Agency).

The Interstate Documents Exchange program is currently being reviewed by CSG in an effort to increase its usefulness to the states. Some of the problems being studies include: 1) Increasing coverage to all 50 states; 2) Reassessing the states' legislative service agencies to determine if the participating agencies are the ones most responsible for legislative research, and 3) Evaluating the usefulness of the Legislative Research Checklist as a current acquisitions tool, and as a research tool.

Some of the major reference tools published by the Council are Book of the State (1935), Suggested State Legislation (1941), Legislative Research Checklist (1947), State Blue Books and Reference Publications (A selected Bibliography) (1974).

Editor

LIBRARY OF CONGRESS

MONTHLY CHECKLIST OF STATE PUBLICATIONS

The *Monthly Checklist of State Publications* begun in January 1910, is—with the exception of the *Annual Report of the Librarian of Congress* and the Copyright Office issuances—the Library's oldest serial publication. A pioneer in the field of State documents bibliography, it was the first current bibliography of the publications of all the States. Its coverage also extends to the Territories and insular possessions of the United States, as well as to associations of State officials and to interstate organizations. In addition to documents issued by the various departments, bureaus, and other administrative agencies of State governments, the publications listed include those of State-supported societies and institutions, such as historical societies, universities and colleges, libraries, hospitals, and agricultural experimental stations.

It was J. David Thompson, Chief of the former Division of Documents, who in the fall of 1909 conceived the idea of issuing a list of State documents for distribution throughout the Nation. As a first step, Dr. Thompson invited State librarians and other officials charged with distributing State documents to cooperate by sending copies of their publications to the Library as soon as possible after issuance. The response was so favorable that he received permission to proceed with the publication. The January 1910 issue appeared under the title *Monthly List of State Publications*, the title it retained until 1921, and contained 43 pages. Through the cooperation of State librarians and officials the new publication became an immediate success. It stimulated the flow of State materials to the Library and facilitated bibliographic control over the currently received items. Within two years of its first appearance the annual receipt of State publications grew from 3,500 to over 7,500 pieces. This trend has continued over the past six decades. The *Checklist* itself has grown from the total of 3,500 entries in volume 1 to 29,687 in volume 66. In contrast to the 600 institutions and individuals receiving the *Checklist* in 1910, distribution has now passed the 4,700 mark in 1975.

Over the years a number of changes and improvements have been made in the form of the headings used in the *Checklist* and in its bibliographic style. At the request of the American Association of State Libraries a new feature was added with the January 1960 issue—a section entitled "State Library Surveys, Studies, Manuals and Statistical Reports." Since 1969 the entries have been numbered consecutively throughout the volume. This enables a user to refer from the annual index directly to the entry without scanning an entire page.

From its inception, the *Checklist's* avowed goal has been to acquire all State publications that have been issued and by listing them to present a complete record of such materials. As yet this goal has not been fully realized but, fortunately for the *Checklist* and its users, an increasing number of States are cooperating fully with the Library in sending their publications as issued. As a part of a general movement toward establishing depository library systems within the States, almost all the depositories have been made responsible for furnishing State documents to the Library of Congress. The following list of 43 State institutions currently designated as central document sources testifies to the present extent of this development.

Alaska. Division of State Libraries, State Library.
Arizona. Division of Library and Archives.
California. State Library.
Colorado. State Library.
Connecticut. State Library.
Florida. University of Florida Library.
Georgia. State Library.
Hawaii. State Library.
Idaho. State Library.
Illinois. Office of the Secretary of State.
Indiana. State Library.
Iowa. State Library Commission.
Kansas. State Library.
Louisiana. Office of the Secretary of State, Recorder of Documents.
Maine. State Library.
Massachusetts. State Library.
Michigan. State Library.
Minnesota. Historical Society.
Mississippi. State Library.
Missouri. State Library.
Montana. State Library.
Nebraska. State Library.
Nevada. State Library.
New Jersey. State Library.
New Mexico. State Library.
New York. State Library.
North Carolina. State Library.
North Dakota. State Library Commission.
Ohio. State Library.
Oklahoma. State Library.
Oregon. State Library.
Pennsylvania. State Library.
Rhode Island. State Library.
South Carolina. State Library.
South Dakota. State Library.

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Texas. State Library.
Utah. State Library.
Vermont. Department of Libraries.
Virginia. State Library.
Washington. State Library.
West Virginia. Department of Archives and History.
Wisconsin. Historical Society.
Wyoming. State Library.

State legislation requiring distribution of publications to the Library of Congress has proved to be a most effective means of broadening the *Checklist's* coverage. At present, 21 States have enacted laws requiring distribution of specified types of publications to the Library, and, in addition, 16—Idaho, Indiana, Iowa, Kentucky, Maine, Mississippi, Montana, Nebraska, Nevada, New Hamsphire, New Mexico, North Carolina, North Dakota, Ohio, South Dakota, and Utah—have laws requiring at least one copy of each State publication to be sent to the Library.

To States that wish to provide by law for sending their publications to the Library of Congress, particularly States having no centralized distribution system, the model law following these remarks is offered as a guide in drafting legislation.

In the Prefatory Note appearing in the January 1910 issue, which Herbert Putnam, then Librarian of Congress, also signed, Dr. Thompson, the *Checklist's* founder, wrote: "It is hoped that the publication in this form while serving the Library of Congress as a record of accessions and an acknowledgment of receipt, will at the same time meet the needs of libraries, legislative reference departments, and others interested in State activities."

The following is recommended as a guide for States desiring to provide by law for furnishing the Library of Congress with copies of their official publications. Note that sections 1 and 3 are designed to provide for establishing a centralized administrative source to collect and distribute official publications. If a State already has this capability, sections 1 and 3 may be omitted. Note also that in section 2, which contains the basic provision of distributing publications to the Library of Congress, the ideal number of copies desired by the Library within each listed category is suggested in square brackets.

Be it enacted by the _____ of the State of _____:

SECTION 1. The _____ shall be the administrator, collector, and distributor of official State documents in printed or nearprint form. The several departments of the State government shall, upon request of the _____, supply said _____ with such copies of their reports and other publications as may be necessary to effect exchange with other States for similar publications for the use of _____ or distribution to other agencies as provided herein.

SECTION 2. The _____ is authorized and directed to furnish the Library of Congress [five (5)] copies of the Session Laws, [five (5)] copies of Codes or Statutes, [one (1)] set(s) of Legislative Journals, [five (5)] copies of Court Reports as issued, and [two (2)] copies of all other official State Publications in printed or nearprint form. Such specified numbers of copies shall be distributed to the Library of Congress before the State Printer shall certify the payment of any bill for printing or reproduction from State funds.

SECTION 3. The _____ shall, at his discretion, distribute publications so received to the public libraries, and other educational, scientific, literary, or art institutions of the State, which may apply to be put on the mailing list for all or a portion of the State publications; and to such libraries and other institutions outside this State with which the _____ may have established exchange arrangements.

SECTION 4. This Act shall be in full force and effect following its approval.

GUIDELINES FOR MINIMUM STATE

SERVICING OF STATE DOCUMENTS

1. In each state an agency or agencies should be designated by law to act as the depositories for the documents published by the state to maintain a collection of and to distribute copies of such documents within the state and to exchange copies with other states. The functions of such depository should be adequately defined and determined in legislation.

2. The appropriate state agency should maintain a list of in-state depositories to which it regularly sends some or all state documents, and should receive a sufficient number of copies to serve those depositories.

3. The appropriate state agency should be prepared to exchange documents with other states, or at least, to have an adequate supply of copies available to meet out-of-state requests. What is an adequate supply will depend on the nature of the document and its potential interest to persons in other states.

4. The appropriate state agency should compile and distribute a checklist and/or shipping list of its state publications.

(a). Such a list should appear at least quarterly.

5. The appropriate state agency should deposit at least one copy of all its state publications with the Library of Congress, and send at least one copy to an additional designated national depository, if and when one is created.

6. The appropriate state agency should maintain and have available for distribution an authority list of state agencies.

7. In the appropriate state agency at least on professional person (full time or equivalent) should be assigned to the state documents function, and that person should have adequate supportive staff.

Approved by Government Documents Roundtable, July 8, 1974.

Approved by ALA Council, January 24, 1975.

ar·ma·dil·lo (är'mə-dil'ō), n.; pl. -LOS (-ōz). [Sp., dim. of *armado* armed, past part. of *armar* to arm.] 1. Any mammal of the family Dasypodidae (order Edentata), having body and head encased in an armor of small bony plates. Armadillos burrow in the earth, seldom going abroad except at night; when attacked, some species can curl up into a ball, presenting the armor on all sides. Their flesh is used for food. The ova always undergo two preliminary divisions, resulting in the birth of identical quadruplets. Excepting the peba, found as far north as Texas, armadillos are confined to South and tropical America. See PEBA, PEYOU. 2. (cap.) Syn. of ARMADILLIDIUM.

Armadillo (*Tolypeutes tricinctus*). *A* Walking. *B* Rolled up.

STATEMENT OF AMERICAN ASSOCIATION OF STATE LIBRARIES
Adopted by the membership at the annual meeting June 22, 1969

"STATE DOCUMENTS

A state agency, preferably the state library, should be a central depository for its own state documents. It should be the agency to distribute its state documents to other libraries within the state and to document centers outside the state. Depository libraries should be designated throughout the state so that the people will have ready access to state publications. The central depository library or state agency responsible for collecting state documents should publish periodically a checklist of state publications, and if no checklist of earlier publications has been made, the depository library should oversee such a project, and keep the checklist up to date."

From ALA. American Association of State Libraries. Standards Revision Committee. Standards for Library Functions at the State Level. Rev. Chicago: ALA, 1970. p. 36

REPORT FROM THE STATES

ARIZONA

We have not established a depository system. However, we do, in the near future plan to implement a statewide depository program by authority of A.R.S. 41-1335 (1976 Leg., Ch.104), effective September 23, 1976. The Arizona Library, Archives and Public Records Division of the Department of Administration will be known as the Department of Library, Archives and Public Records. The jurisdiction will be the legislative branch of the Arizona State Government.

The present Assistant Director of the Division of Library, Archives and Public Records will become the Director of the Department. The Department is responsible for distributing the documents; listing them on the checklist; housing them; and making them available through interlibrary loan.

Our State Documents Roundtable is a liason to ALA GODORT.

Marguerite B. Cooley, Director
Dept. of Library, Archives & Public Records
Phoenix, Arizona 85007

ARKANSAS

Under Act 163 of 1971 (Acts of Arkansas, 1971, pp. 405-7) each department or division of the state, city and county is required to send to the Secretary of State a list of all of its publications quarterly. (1947-1971, the publications were sent to the General Library of the University of Arkansas at Fayetteville.) From the information received, the Secretary of State is required to publish a checklist of publications to be mailed to all Arkansas Libraries of institutions of higher education (each being eligible to become a selective or partial depository). The libraries are to forward their requests for publications to the Secretary of State who is directed to acquire the publications and fill the orders. Legislation specifies that publications be furnished without charge to the Secretary of State and academic libraries. All other libraries should request documents from the issuing agency.

The 1971 law became a reality through the efforts of academic and reference librarians working through the Arkansas Library Association and with members of The Arkansas General Assembly.

Arkansas statutes designate the Secretary of State as Librarian for the State Library and give him the responsibility of maintaining files of some publications of historical and legal significance, including the Acts of the General Assembly. (Arkansas Statutes Annotated, 1947: 12-414)

Since its establishment in 1911, The Arkansas History Commission has been charged with the preservation of state documents and, in the beginning, was designated a depository for exchange of documents. In 1963, the Commission was relieved of its responsibility to collect 60 copies of each state document for exchange purposes. Now, the Commission receives two copies for preservation. The History Commission microfilms state records and some state publications. Inquiries should be addressed to the Arkansas History Commission, 300 West Markham, Little Rock, AR 72201.

The Checklist of Arkansas State Publications Received by the University of Arkansas Library is prepared by the library of the University of Arkansas at Fayetteville. Started as an annual publication in 1943, this is now a semi-annual publication. Of course, libraries also use the Monthly Checklist of State Publications.

The Library Science Department of the University of Central Arkansas conducted a workshop for public librarians August 1-6. One day of the workshop was devoted to state documents. A list of state documents, prepared by Joan Roberts of the University of Arkansas, was distributed to the 34 participants. Mrs. Roberts was present "to sell" the participants on the usefulness of state publications.

An effort has been made to form an organization of documents librarians in the state but this is still in the "talking" stage.

The challenge to Arkansas librarians is to help make Act 163 of 1971 effective. There is still a problem in knowing what is published.

Gladys Sachse, Assistant Librarian
Torreyson Library
University of Central Arkansas
Conway, Arkansas

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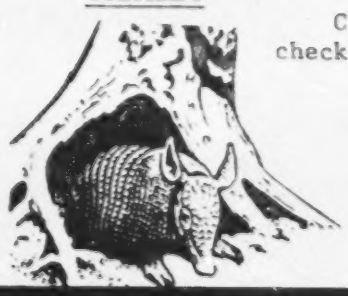


Colorado has no state documents depository program. Now that the checklist is started we have the basis for initiating one.

Kurt Keeley, Supervisor
Library Services
Colorado State Library

KANSAS

The Kansas State Library was established in 1854 and reestablished in 1861 when Kansas became a State.

The Library became a depository in 1911 (K.S.A. 75-1023) when a bill passed requiring the State Printer to deposit a certain number of publications with the Library. This basically remains the same today except two new laws have been added.

1.) In 1972 (K.S.A. 75-3048a et. sec.) a) All state agencies reproducing more than fifty copies are required to send two copies to the Library. b) Central duplicating the other major printing service, is required to send two copies to the Library of any publication it reproduces in quantities of more than 50.

2.) In 1976 (Session Laws, Ch. 358) "Each agency shall deposit with the Kansas state library copies of any publication issued by such agency in such quantity as shall be specified by the state librarian."

All the state universities are a depository by the State Printer.

The checklist comes out four times a year. This previously was irregular but seems to be more consistent now. The list includes those publications the Library receives in quantity for distribution as well as the copies for the Library only. Since the Library cannot distribute those copies limited in number, an address is given so anybody on the exchange list can write to the issuing agency. (A copy of the lastest Checklist is enclosed.)

Our Kansas documents collection is treated as a specialized collection and is, therefore, separated from the rest of the collection. One reason it is treated as a special collection is that we do specialized indexing. For another reason the collection itself presents a shelving problem since there are so many pamphlets and serials.

For classifying, we use sort of a "sloppy" Dewey Decimal System. We use the decimal system o.k., but we do not Cutter it. We just use any letter (usually based on the title) that will not conflict with what is already in the shelf list. Using the decimal system, most agency publications will fall together on the shelves. If an agency changes its name, we do not have to rearrange any shelves, since the classification number remains the same.

Some libraries arrange the publications alphabetically. I would assume that when an agency changes its name, the library has to either rearrange the shelving to keep the publications together or separate them.

Off hand, I would say one advantage to the decimal system or any numbering method of classifying as opposed to the alphabetizing method is that we do not have to rearrange shelves nor separate a serial when an agency changes its name. (About 80% of our collection is serial.) It would seem that an advantage for alphabetizing is that the collection would lend itself to easy browsing. Also, a librarian could quickly learn the agency and not be bothered with a card catalog. On the other hand, our state publications cannot be easily browsed solely due to the physical attributes of the collection - pamphlets, serials and thin publications that have to be labeled on the front rather than the spine.

Mrs. Jean Barton, Assistant Director
Legislative Reference Division
Kansas State Library
Topeka, Kansas 66612

LOUISIANA

The depository library system for state documents in Louisiana was established by Act 493 of 1948, the result of legislative interest by librarians in the Louisiana Library Association, and the support of then Secretary of State Wade O. Martin Jr. Thus in the Revised Statutes (Title 25, sections 121-124), for the first time systematic distribution of documents was provided. (Ed. note. New legislation introduced in 1976, which would permit formal out-of-state distribution, did not pass.)

The agency responsible by law for the program is the Department of State. The Secretary appoints a Recorder of Documents as administrator (preferably a graduate librarian). Documents received from agencies are mailed several times a month, to forty participating libraries (including three out-of-state). Ten of the libraries are complete for two copies of the publications, six are complete for one, and the rest are selective. The contract to become a depository is rather informal. Simple application is made to the Secretary of State, and a form is returned to the Library to be filled out. College, university and public libraries are qualified to participate.

The documents issued for public distribution received by the Secretary of State are listed monthly, semi-annually, and cumulatively. The monthly checklist contains author, title, date, pagination, classification number, price, and whether the publication is of limited distribution. Indexes in the cumulations contain author, title, subject, and keywords. The documents are classified in a scheme which has numbers assigned to the corporate authors, after which they are Cuttered. The classification scheme was devised by the New Orleans Public Library and was first used by the Recorder of Documents in 1965. Many of the depository libraries use their own classification system.

Under a pilot program in 1975 of a federal grant project administered by the State Library, the 1973 state documents were microfilmed and distributed free of charge to selected libraries in Louisiana. The format was 28 reels of 35 mm diazo microfilm. Other libraries desiring copies may purchase them for $168.00 (not including mailing) from the State Archives and Records Service, 1515 Choctaw Dr., Baton Rouge, LA 70805. We hope to be able to continue filming from 1973 onward.

The Secretary of State's Office does not maintain a library of documents. Persons seeking inter-library loans should contact the Louisiana State Library in Baton Rouge.

There is a Documents Committee of the Louisiana Library Association, composed of five members this year, one of which is the Recorder, in an ex-officio capacity.

Miss Patricia Foster
Recorder of Documents
P.O. Box 44125
Baton Rouge, La. 70804

NEBRASKA

The Nebraska Publications Clearinghouse--a division of the Nebraska Library Commission--began operation July 1, 1972. Created by Legislative Bill 1284 (R.R.S. Nebraska 51-411-418), the Clearinghouse is responsible for collecting state documents, maintaining a central loan collection, establishing and supplying depositories, and publishing an "official list of state publications" (Checklist).

During its four-year existence, the Clearinghouse has built a collection of more than 17,000 Nebraska documents, has published four volumes of the Checklist, established a depository system, and made significant strides toward documents accessability.

One of the early steps in organizing the collection was devising a classification scheme. The Nebraska document classification scheme is based loosely on that developed for California documents. An alphanumeric agency code, derived from each agency's place alphabetically among all the state agencies (e.g., T2000 for State Treasurer) makes up the first part of the classification number. The number is then completed by the addition of a form-designating letter ("A" designates annual/biennial reports; "D" directories; etc.), an accession number for that title or series, and the publication year. A typical number looks like the following: T2000A001-1976. Series publications are further differentiated by the insertion of a period and a four-digit series number following the accession number, i.e., T2000A001.0011-1976.

Six months after its inception, the Clearinghouse published the first issue of its Checklist. The Nebraska State Publications Checklist, a bi-monthly, computer-generated index to state publications, provides for state documents: complete bibliographic citation, ordering information, classification number, abstract, and a cumulative subject-author-title-series index.

The most recent major accomplishment has been the initiation of a depository system, which began July 1, 1976, with five Nebraska libraries contracting for depository status. These (as well as the Nebraska State Historical Society, Center for Research Libraries, and the Library of Congress) receive monthly shipments from the Clearinghouse. All Nebraska municipal, county, or regional public libraries, as well as state college or state university libraries, are eligible to participate in the depository system. Participants must sign a formal contract with the Clearinghouse whereby they agree to provide adequate facilities and personnel to make the documents collection accessible to the public, and to abide by the rules and regulations established by the Clearinghouse.

A continuing effort, on which we place major emphasis, is publicity. Regular columns in state-wide periodicals, booths at various state conventions, occasional television appearances, and meetings and workshops with Nebraska librarians are among the publicity channels utilized.

Current special projects include a feasibility study on converting the documents collection to microfiche (and supplying documents to depositories in this format) and work on a five-year cumulation and a retrospective edition of the Checklist.

The most pressing need in the Publications Clearinghouse is additional space, but with a rapidly growing collection, this will undoubtedly be a never-ending problem. A major disappointment has been limited response to open houses, workshops, and other events conducted for the benefit of state-agency personnel.

Clearinghouse activities are not limited to state documents. U.S. government publications are a major part of the collection. The Clearinghouse has been designated the Regional Depository in Nebraska for government publications supplied by GPO. The activities in this area include: maintaining a collection of all

depository publications, supplementing the collection with microfiche of non-depository items and other published material, presenting workshops on the use of government publications, and offering interlibrary loan of any document. The collection is kept in Su Doc number order and access is through the use of the Monthly Catalog and an acquisition shelf list.

The Publications Clearinghouse has been very fortunate in the high level of support it has received from the Legislature and the Governor. This has allowed for maintenance of the program and increases in staffing to match increasing workloads--even at times when other programs faced cutbacks.

Note: Copies of the computer program for our State Publications Checklist are available (for the cost of duplication). If interested, please contact the Publications Clearinghouse.

Susan Kling
Nebraska Library Commission
1420 P Street
Lincoln, Nebraska 08508

NEVADA

The Nevada State Library began systematically collecting State government publications and publishing a checklist (Nevada Official Publications) in 1953. In 1968 we began an "unofficial" depository system as a demonstration project for the Nevada Legislature. In 1971 our depository legislation was passed, and while it has some loopholes and some undesireable requirements it has proved to be quite serviceable when administered and complied with in the spirit rather than the letter of the law.

There are nine depository libraries including our two universities, three regional resource centers for the interlibrary loan network (each public libraries), the State Legislative Counsel Bureau and State Archives, the California State Library and the Library of Congress. Each of these depositories is named in law with provision for establishing more as necessary. We produce both a monthly checklist and a monthly shipping list. Our checklist is currently computerized as we are building a data base of fully cataloged state documents. The Nevada Documents Book Catalog in mocrofiche will be ready for distribution after January, 1977 updated monthly by the checklist and reissued annually. As of January, 1976 we are making available all major state publications in diazo microfiche.

Our program has the unique feature of including city, county and intergovernmental documents in the depository law. While this portion is much harder to enforce it has been extremely valuable in facilitating bibliographic control of local documents.

The Nevada State Library is responsible for the program in its entirety, including distributing, listing, housing and interlibrary loan. We accomplish this with a staff which includes one full-time Library Assistant III for state documents, one 3/4 time Clerk, one 1/4 time student and one documents librarian who is also responsible for a federal documents depository.

We produce special publicity brochures biennially aimed at reminding the State Agencies of their responsibilities for depositing their publications and also aimed at encouraging their use of the collection.

We do have an active documents roundtable in Nevada and because it is a GODORT affiliate we call it N-GODORT. This year under the sponsorship of N-GODORT we were able to establish a precedent for purchasing expensive government documents resources on a statewide basis. This year we will be obtaining the American Statistics Index microfiche for instate interlibrary loan. We have developed a shopping list for future years which includes both State and federal documents resources.

Of course, our constant millstone is acquisition - particularly for local government documents. We have been attempting to get letters of endorsement from each county commission and Board of Supervisors to their respective agencies and have been successful now in two cases. We do send several copies of the Official Publications to each state agency - somewhat costly, but it has its rewards. After the basic completion of the Book Catalog it will be time to begin our next session of the Legislative Hot Line. After that we plan to present a series of training sessions for depository libraries and state agencies on using federal and state documents as reference sources. These sessions will be presented under the auspices of the State of Nevada Staff Development Section.

Joan G. Kerschner
Documents Librarian
Nevada State Library
Carson City, Nevada 89710

NEW MEXICO

New Mexico's depository program began in 1969 after passage of an amendment to the 1967 State Rules Act (71-7-5 NMSA 1953). State executive agencies must file five copies of each publication with the State Records Center and Archives, which sends three copies to the one official depository, the New Mexico State Library. Two of the three copies circulate and may be used for Interlibrary Loan. The Records Center retains two copies.

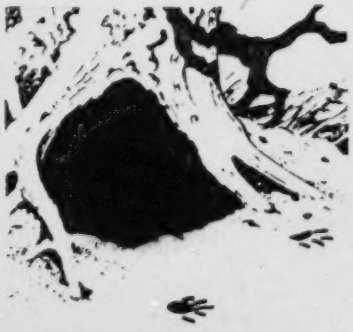
The Records Center compiles a monthly listing of the publications and rules it receives; the State Library supplies a subject index for each issue (LC subject headings) and adds its own classification number, which is similar to the federal SUDOCS number. There have been no cumulations since 1973.

The Records Center depends mainly on voluntary cooperation from the agencies to collect publications; an annual memorandum reminds agencies of the legal requirement. Cooperation is not one hundred per cent. The Records Center's microfilming program has thus far covered only large groups of old archival materials.

The depository program's most apparent weaknesses are its failure to include the Legislature and the Judiciary, or to provide for depositories outside of Santa Fe. Carefully selected legislative and judicial documents are sent to the Library of Congress. New Mexico law (10-1-15 NMSA 1953) requires the forwarding of two copies of all publications to the Library of Congress, but judging from the brief lists appearing in the Monthly Checklist, this law is largely ignored. The Council of State Governments also receives selected publications, but many excellent ones are not included in any bibliography. A more pressing problem is that the very existence of the one depository is making it very difficult to get an expanded program to serve areas remote from Santa Fe. Paradoxically, the strength of the program lies in its very existence: New Mexico documents are being collected and preserved; they are available for study and interlibrary loan; there is a current bibliography; all of this is much better than having nothing at all!

NMLA has no Documents Round Table, and has no affiliate with GODORT. Some of its Documents Librarians are GODORT members. Since early 1969, an active Committee on State Documents has been successfully working to improve bibliographic control and distribution of state documents, and has promoted their use. For three years it has held well attended open program meetings at the Annual Conference, and it supplied the impetus for the State Library's film on state documents. An NMLA sponsored depository bill failed in the 1975 Legislature when it received a negative recommendation in its second committee referral. NMLA is making another effort in 1977 to get an expanded depository system for the state.

Laura H. McGuire, Documents Librarian
Eastern New Mexico University
Member, NMLA Committee on State Documents



NORTH DAKOTA--No response

OKLAHOMA--No response

SOUTH DAKOTA

South Dakota's state documents program was first authorized by the 1974 state legislature. The legislation, originally Session Laws 1974, Chapter 150, which created a "State Publications Library Distribution Center" within the State Library, has since been codified as SDCL 14-1A. Funding for the program was made available as of July 1, 1974, but because the State Library had just entered the Federal depository system as well, with initial depository shipments arriving in April, it was not until December 1974 that the state documents program could be implemented. (The same staff members--a clerk-typist, a library technician, and the Documents Librarian--are responsible for both the Federal and state facets of the Documents Sub-Program.)

State documents acquired by the State Library during the second half of 1974 were listed in the first issue of the checklist, South Dakota State Government Publications (No.1, January 1975). The checklist has been issued monthly since then, each issue listing the documents received at the State Library during the previous month. The first year's issues were simply numbered Nos. 1-12; the January 1976 issue was designated Vol.2, No.1, and every issue since January has carried the volume designation. There has been no cumulation of the checklists thus far, although a two-year cumulation (1975-1976) with subject access is being contemplated for the spring of 1977.

There are currently ten depository libraries in addition to the State Library itself, among which the fourteen depository copies of each state publication which are required by the law are distributed. In-state public and academic depository libraries have to meet certain qualifications related to staffing (there must be a librarian with an ALA MLS on the staff), service hours (so many hours per week, including so many weekend hours), and willingness to make state documents available to any citizen of the state. There are six of these libraries with which contracts have been made by the State Library Commission. Another four depositories--the Library of Congress, the Center for Research Libraries, the S.D. Historical Resource Center, and the University of South Dakota Library--are specified in the law as amended. Of these, the University Library has contracted with us in the same manner as the other in-state depositories; the other three have signed pro forma contracts which exempt them from any particular requirements or qualifications.

The depository law states that we are to receive, besides the fourteen copies of printed publication, two copies of audio-visual materials produced by state agencies. We have not actually received any audio-visual materials as a result of the law. Microforms are not mentioned in the law, except that in a 1976 amendment there is the provision that the two depositories charged with retaining depository documents permanently for historical purposes (the University and the Historical Resource Center) may substitute microforms for the hard copy. There are no systematic projects of microforming of state documents being conducted by any of the depositories at present.

An alphanumeric classification scheme for South Dakota documents based on the system used by the California State Library is nearing completion. The system is essentially alphabetical by issuing agency, with Cutter numbers for individual titles derived from key words in the titles.

Other than an initial state-wide news releases, the only publicity for the program comes from the distribution of the checklist, which goes each month to all public and academic libraries, state agencies, state legislators, and the South Dakota Congressional delegates. Interested libraries outside the state may also receive the checklist upon request.

The South Dakota Library Association's Documents Committee meets twice a year to discuss items of interest. In recent years, the committee has devoted its attention to the developing state documents program, to South Dakota libraries' lack of access to a regional depository for Federal documents, and currently, to the publication of a retrospective checklist of South Dakota documents, which is in the final stages of preparation by Mrs. Estella Helgeson, of the South Dakota School of Mines and Technology. The committee is not affiliated with GODORT.

Our program's very existence is probably its greatest milestone at this point. We have encountered no particular problems other than the usual ones of identifying and obtaining depository copies of elusive state publications. Future areas of concentration will include the problem of subject access to state documents. Our next immediate goal is the preparation of a guide to South Dakota state agencies which will also serve as an agency name authority list.

Robert Newby, Documents Librarian
South Dakota State Library
Department of Education & Cultural Affairs
Pierre, South Dakota 57501

TEXAS

The Texas State Library has been responsible for collecting and distributing state documents since its establishment in 1909. This responsibility was formalized by legislation in 1913 and 1919. The original legislation calls for the State Library to be provided with 150 copies of "all annual, biennial and special reports of State departments, boards and institutions, findings of all investigations, bulletins, circulars, laws issued as separates, and legislative manuals." These were to be delivered to the State Library to be disposed of at the discretion of the Librarian.

In conjunction with the collection and distribution of state publications the State Library has produced and distributed a periodic listing of all publications received since 1921. This listing is sent to libraries throughout the nation to serve as an acquisition tool for the publications issued by Texas state agencies.

In 1963 legislation was passed creating the state documents depository system in Texas. Under this legislation (V.A.T.S. 5442a) the State Library presently serves 50 official state depositories in Texas and 13 depositories in other states. Upon designation as a depository by the Texas Library and Historical Commission a library automatically receives copies of all publications sent to the State Library in large enough quantities for distribution. Although there is no contractual agreement involved all depositories must provide access to all documents received and service to all patrons.

The State Library's Texas Documents program added another dimension in September 1974 with the creation of a centralized Texas Documents Collection. This separate collection was established to serve as a focal point for a new, aggressive program designed to pursue systematic bibliographic control of, and more effective access to, state publications.

The Texas Documents Collection is in the process of building a permanent, classified collection of state publications. Whenever possible multiple copies are obtained to facilitate interlibrary loan, but the primary objective is to secure at least one copy of all identifiable documents issued by Texas state agencies. Each month the Documents Section issues a checklist of all documents received by the

State Library. This list, TEXAS STATE DOCUMENTS, is automatically distributed to all depository libraries and to any other requesting library. In the past TEXAS STATE DOCUMENTS has served primarily as a selection tool for ordering documents from the State Library's Documents Distribution Program. With the creation of the Texas Documents Collection however, the scope of the checklist has altered considerably thereby increasing its potential utility as a reference tool. All documents listed in the checklist are available for use at the State Library, most are also available to other libraries through interlibrary loan.

In addition to locating and listing new documents, the Texas Documents Collection has also been charged with developing new means to organize Texas documents more efficiently. After several months of investigation the State Library adopted the classification scheme used by the Texas Legislative Reference Library for their Texas documents. Consequently, in January 1975 classification numbers began appearing with the documents listed in TEXAS STATE DOCUMENTS. In September 1975 the State Library began cataloging documents using the new classification scheme. This cataloging information is currently available through the OCLC network. Future plans call for the distribution of a "Cataloging Information Bulletin" which will supply this same information to those libraries not allied with the OCLC system.

Lack of adequate subject access has always been a major obstacle in effectively using Texas documents as information sources. Recognizing this, the State Library and the University of Texas Graduate School of Library Science recently cooperated to produce the first subject index to Texas state docuemtns. This index is included in the GUIDE TO TEXAS STATE DOCUMENTS 1974, along with a compilation of the 1974 monthly checklists, a Title Index, and a cumulation of titles by issuing agency. This guide is intended to be a prototype for future annual guides.

With the imminent arrival of subject access to the publications listed in TEXAS STATE DOCUMENTS, physical access to these documents becomes more essential than ever. Due to the unavailability of multiple copies, many important publications are never distributed to other libraries. In order to overcome this distribution problem and maximize the potential usefulness of the new indexes, the State Library initiated a microfilming program early in 1976. All documents listed in the GUIDE TO TEXAS STATE DOCUMENTS 1974 have been microfilmed in checklist sequence. (At the present time we can only produce roll film copies but we are in the process of planning for microfiche capability by early 1978) Eventually copies of this microfilm will be made available to all interested libraries.

Texas Special Libraries Association has sponsored two state documents workshops in 1974 and 1975 on the value, use and acquisition of state documents. At 1976 TLA annual meeting, a seminar was presented on the value of a state documents collection -- who should have one, why and how to decide if it will benefit the library community.

In 1971 TLA created a documents roundtable which is affiliated with the ALA GODORT.

Dale Propp
Texas State Library
Box 12927 Capitol Station
Austin, Texas 78711

UTAH

On July 1, 1957 the Legislature passed a law creating the State Library Commission and a State Librarian was appointed on October 15, 1957. The library laws of Utah were passed by the Legislature and became a part of the Utah Code Annotated in 1963 (U.C.A. Sec. 34-4-4). It was 1965 before the documents library and the depository system began to function with state agencies contributing their publications and depository libraries shelving them. There are 16 depository libraries. At present there is no statute describing the conditions or responsibility of a depository library.

During the last two years the Library Commission in cooperation with the Division of Archives and the Utah State University Library has worked to collect, index, and microfiche all state publications in Utah. The State Library, as hub of the depository system, collects all publications published by state agencies which are then sent to Archives for microfiching. Archives has in their section of the "Utah Code Annotated" an administrative rule which allows them bibliographic control by assigning a number to each publication before it can be published. Every publication that is on fiche is then filed under that number.

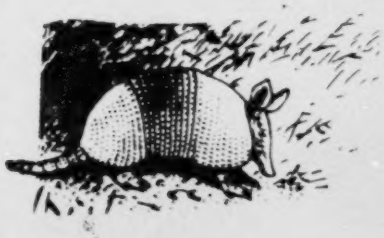
Archives sends a complete copy of fiche to both the Utah State Library and Utah State University (USU). USU feeds all publications received into the computer and from the computer they extract an index by title, author, agency, key word, geographical location, plus the original entry. The computer tape is then sent back to Archives and put on fiche. The State Library then receives sufficient copies of the index, known as the Utah Publication Retrieval System, (UPRS) to be mailed to all depository libraries. We are considering at the present using the UPRS program for our State Checklist.

The UPRS program is the most exciting now working in the state and the state is anticipating their first OCLC terminal in the near future. We are, therefore, thinking of the possibility of expanding the UPRS program and putting it on line. To our knowledge UPRS is a first in the United States and to put it on line with OCLC would be icing on the cake.

Our classification system is done alphabetically with agencies being assigned a number, which follows the alpha letter. The number is then followed by a form number to be followed by a Cutter of the first three letters in the word of the title. Example: L900 for Library -- .2 is for Newsletter -- Hor for Horsefeathers. The title Cutter will be followed by the date or volume and number, then the classification number will look as follows: L900.2:Hor/3/6.

We are not completely happy with it. We are checking into the possibility of using the state appropriation numbers for our agency number in the classification scheme, which would aid considerably in cataloging, as the archivist is requesting that the publication number and the appropriation number both be added to the last page of publications. If this information was on the title page it would make cataloging a cinch, particularly if the appropriation number was also the agency number.

As of January 1976, Utah has an active documents roundtable which presented a pre-convention workshop at the March 1976 Utah Library Association Convention. The workshop drew over 130 persons interested in state, local, federal and international documents. Our next step is to become affiliated with ALA's GODORT.



Mr. Alma G. Swann, Documents Librarian
Utah State Library Commission
2150 South 300 West - Suite 16
Salt Lake City, Utah 84115

WYOMING

The Wyoming State Library is the depository library for state publications as designated by statute (Wyoming Statutes 9.7, 1941 amended 1945). As you can see, we are somewhat at the mercy of the issuing agencies for acquiring materials, especially since a definition for "state publications" is not included in the statutes anywhere. However, this is not as bad as it sounds, since most agencies have been most cooperative in providing us with materials.

The collection is arranged by issuing agency, but has not been catalogued or shelf-listed. A decision on procedure to do this will depend upon arrangements which we might make with our archives division (see below).

We are issuing a monthly "Checklist" which appears as a regular feature of the Wyoming State Library's Outrider, which can be used as an awareness tool.

Immediate goals include for provisions for the documents section to acquire at least two copies of each publication printed by the Central Printing division, with provisions for purchasing additional copies; and a definition of "state publication" to be included in the statutes.

A possibility which is being explored is combining activities of the Archives division with the State Library, with the Archives providing storage, access, and circulation of state publications for materials published prior to a cut-off date, as yet unset, with the Library being responsible for the acquisition, storage, and circulation of newer materials. This program, however, is only in the early discussion stage, with at least one major problem, a mutually acceptable cataloguing/classification scheme for both divisions, yet to be handled.

All in all, although we have been limited to the maintenance of the status quo, prospects for future development appear quite favorable.

Jerome B. Frobom, Chief
Government Publications Regional Depository
Wyoming State Library
Cheyenne, Wyoming 82002

SOME SELECTION & ACQUISITION AIDS FOR CURRENT STATE DOCUMENTS
by Mrs. Mohini Mundkur

Sources

1. "Acquisitions of state documents," by Margaret T. Lane. Law Library Journal 63: 92-99, February 1970.

2. "Current checklists of state publications," compiled by Barbara Nelson. Government Publications Review 1 (3): 295-301, 1974.

   "...The state checklists themselves are the best available sources in terms of currency and coverage, but even this varies from state to state."

3. Government publications; a guide to bibliographic tools, by Vladimir M. Palic. Washington: Library of Congress, 1975 4th ed.

   Chapter on "States, territories, and local government" pp.81-155.

4. State government reference publications: an annotated bibliography, by David W. Parish. Littleton, Colorado: Libraries Unlimited, Inc., 1974.

   "A selective annotated guide to important and representative documents issued by various state departments, bureaus and agencies." Gaps and errors present are natural in this type of publication given the poor bibliographic control of state documents ....

5. "State publications: a bibliographic guide for reference collections," by Peter Hernon. Library Journal 99 (19): 2810-2819, Nov. 1, 1974.

   Both current and retrospective sources. An excellent informative article.

Selection Tools

1. Accession list of the University of California (Berkeley) Institute of Governmental Studies Library. Monthly. Free on request.
   Institute of Governmental Studies Lib., Univ. of Calif, Berkeley, Calif. 94720.

2. Accessions list of the U.S. Advisory Commission on Intergovernmental Relations. Monthly. 726 Jackson Place, N.W., Washington, D.C. 20575

3. Legislative research checklist, 1959- Lexington, Ky.: Council of State Governments. Bi-monthly. $7.00. Iron Works Pike, Lexington, Ky. 40501.

4. Monthly checklist of state publications, 1910 - Washington, D.C.: U.S. Government Printing Office. (LC 30.9:vol./issue) $21.90
   Annual index available as well as a semi-annual and annual listing of serials in the June and December issues.

5. Public Affairs Information Service bulletin, 1915- New York: Public Affairs Information Service, Inc. Weekly

A weekly subject listing cumulated quarterly and annually. Includes some state and local publications with addresses and price information when pertinent. Emphasis on publication of social, political and economic interest. Coverage is uneven for state publications but good in terms of currency.

6. Recent publications on governmental problems, 1932- Chicago, Illinois: Joint Reference Library, Center for Public Administration. 24/year $18.00

   Includes all levels of government, providing full bibliographic information including price and addresses, and also to index over 300 periodical titles. Available through subscription or exchange.

   1313 East 60th Street, Chicago, Illinois 60637

7. State blue books and reference publications: a selected bibliograpy. Rev. and annotated ed. Lexington, Ky.: Council of State Governments, 1974. (RM-526) $4.00

   List includes bluebooks or nearest equivalent, government manuals, legislative directories, almanacs, statistical compendia. A detailed tabular annotation for each state blue books indicates specific type of data to be found in each.

8. State reports on state and local government finances. Washington, D.C.: U.S. Government Printing Office, 1973 (Census of governments, 1972, vol.6, no.2) C56.247/2:972/vol/6/pt.2 90¢

   Annotated listing of regularly published financial and economic reports of state governments yielding data on state and local finances. Alphabetical by state. Appendices include a list of state publications checklists, state statistical abstracts and selected bibliographies issued by state and federal agencies.

9. Statistical abstract of the United States, 1879- Washington, D.C.: U.S. Government Printing Office. C56.243:yr annual

   Since 1962, includes as an appendix a guide to the latest available editions of state statistical abstracts published by either private or governmental agencies.

Mrs. Mohini Mundkur
State Documents Librarian
University of Connecticut Library
Storrs, Connecticut 06268

Editor's note: The original annotated bibliography has been abbreviated for inclusion in this publication. Omissions and typographical errors are the fault of the editor, not Mrs. Mundkur.

SELECTED REFERENCE SOURCES

STATE	STATE CONTRIBUTOR(S) OF INFORMATION +	1. BIBLIOGRAPHY A. REFERENCE
U.S.		Winchell, C.M. Guide to Reference Sources. Chicago: ALA, 1967. Supplements, 1st-3rd, 1968-72
COLLECTIVE		Parish, D.W. State Government Reference Publications: an annotated bibliography. Colorado: Libraries Unlimited, 1974.
ARIZONA	Eleanor Ferrall, Ariz. State Univ. Lib.; Marguerite B. Cooley, Dept. of Lib., Archives & Public Records	n/a
ARKANSAS	Joan Roberts, Mullins Lib., Univ. of Arkansas; Gladys Sachse, Torreyson Lib., Univ. of Central Arkansas	Matthews, Jim P. A Bibliographical Study of Arkansas State Publications. Unpub. Master's thesis. Univ. Ill., 1933. (Covers 1836-1933)
COLORADO	Kurt Keeley, Colorado State Lib.	n/a
KANSAS	Mrs. Jean Barton, Kansas State Lib.; Ron Haselhuhn, Emporia Kansas St. College, School of Lib. Sci.	n/a
LOUISIANA	Miss Patricia Foster, Recorder of Documents, Secretary of State's Office	n/a
NEBRASKA	Susan Kling, Nebraska Lib. Commission	n/a
NEVADA	Joan G. Kerschner, Nevada State Lib.	n/a
NEW MEXICO	Laura H. McGuire, Eastern New Mexico Univ.	Southwest Research & Information Center. New Mexico: An Annotated Directory of Reference Sources. Albuquerque, 1971.
NORTH DAKOTA		
OKLAHOMA		
SOUTH DAKOTA	Robert Newby, South Dakota St. Lib.	n/a
TEXAS	Dale Propp, Texas State Lib.	Texas Lib. Assoc. Texas Reference Sources; a Selective Guide. 1975. ($7.35) 1976 update in its Library Journal.*
UTAH	Mr. Alma Swann, Utah State Lib.	n/a
WYOMING	Jerome B. Probom, Wyoming State Lib.	n/a

*Texas. Univ. Bureau of Business Resources. Texas Sources: a Bibliography, by Rita Wright. Austin, 1976. (Limited to economic and related publications).

+ Editor's note: Due to space limitations, some entries were shortened; a few entries were augmented by footnotes from The Statesman's Year-Book, 1976-1977 & Council of State Government's State Blue Books and Reference Publications (A Selected Bibliography) Rev. 1974.

------COMPARATIVE CHART OF FEDERAL/STATE SOURCES

B. CURRENT	C. SELECTIVE
Superintendent of Documents. Monthly Catalog of U.S. Government Publications, 1895-	Jackson, Ellen. Subject Guide to Major United States Government Publications. ALA, 1968.
Library of Congress. Monthly Checklist of State Publications, 1910-	Parish, David W. State Government Reference Publications. Littleton, Colorado: Libraries Unlimited, 1974. ($11.50)
Monthly Checklist of Publications of the State of Arizona Received by Library, Archives & Public Records Division.1962/3- Index. Annual cumulations.	Ferrall. State of Arizona Publications. Arizona State Univ. Library. (Know Your Library Series, 7, supplement)
Secretary of State. Checklist of Material Received Univ. of Ark.Library. Checklist of Arkansas State Publications....1943- (Semi-annual)	n/a
State Library. Coin Colorado Index Project. Oct., 1976- (Quarterly)	Beuthel, William E. Selected Colorado State Government Publications. Univ. of Colorado, Bur of Governmental Research & Services, 1976. (117p.) (Annotated; Intro. includes 4 recommendations for bibl. control)
State Library. Checklist of Official Publications ..., 1953-	n/a
Secretary of State. State of Louisiana Public Documents, 1934- (Semi-annual)	n/a
Library Commission. Nebraska State Publications Checklist, 1973- (Bimonthly) (Issue contains Abstracts & Index. Index cumulative)	n/a
State Library. Nevada Official Publications, 1953- (Monthly)	n/a
State Records Center & Archives. Publications & Rules Filed, 1969- (Monthly) (Executive agencies only, no annotations, 1969-1973)	n/a
State Library Commission. North Dakota State Publications,1965- (Semi-annual)	
State Library. South Dakota State Government Publications, Jan. 1975- (Monthly)	n/a
State Library. Texas State Documents, 1921- (Monthly) (Annual cumulation & index, 1975- Quarterly index, 1976 -)	Olds, B.F.S. Texas State Documents: A Primer For Librarians. Legislative Reference Library, 1976. (Reference series,6) 22p (Out-of-print)
State Archives & Records Service. Checklist of Utah State Publications, 1953- (Semi-annual)	n/a
State Library. "Checklist of State Publications" (monthly in Outrider)	n/a

SELECTED REFERENCE SOURCES ----------

STATE	2. HISTORIC/ENCYCLOPEDIC/DICTIONARY / ATLAS / OTHER	3. GOVERNMENT ORGANIZATION MANUAL
U.S.		U.S. Government Organization Manual.
COLLECTIVE	n/a	Council of State Governments. Book of the States. (Biennial in even years) See 4A for supplements
ARIZONA	Bahre, S. Atlas of Arizona. Yuma, Arizona Information Pr., 1976. (Comprehensive)	Arizona Blue Book. (Biennial; Legally entangled - probably be done by State Library Association)
ARKANSAS	Secretary of State. Historical Report... 1968. ($6.00) (Decennial) Dept. of Planning. Atlas of Arkansas, 1973. (Comprehensive)	Arkansas State Directory: Directory of State Offices, Department, Functions, Personnel. Little Rock: Heritage Pub. Co. (Annual, $2.00)
COLORADO	State Historical Society. Historical Encyclopedia of Colorado. Denver, 1960. ($68.50) 1,492p.; Hafen, L.R. Colorado and its People,... Lewis Hist. Pub. Co., *	State Dept. of Administration. Colorado State Government Organization, correct. Jan. 1975. (1974; chart); Walton, R.A. Colorado: A Practical guide to its government & politics. Ft. Collins+
KANSAS	State Historical Society. Kansas In Maps. 1961. (Historical)	Secretary of State. Kansas Directory. (Odd years; supplemented in even years) " " ". Kansas Biennial Report, 1878-
LOUISIANA	Louisiana State Univ. and A & M College, School of Geoscience. Atlas of Louisiana; a Guide for Students. 1972	Public Affairs Research Council of Louisiana. Louisiana State Agencies Handbook. (Quadrennial-Approx.; latest, 1974); Leg. Council. Manual For La. Legislators, 1976 (Quadrennial)
NEBRASKA	n/a	Legislative Council. Nebraska Blue Book. (Biennial, Odd years) ($7.50)
NEVADA	Highway Department. Nevada Map Atlas. 1974.	Legislative Counsel Bureau. Legislative Manual (Includes organization charts & lists boards & commissions; Biennial, loose-leaf)
NEW MEXICO	Beck, Warren A. Historical Atlas of New Mexico. Norman, Okla: Univ. of Oklahoma, 1969. ($5.95; 2.95 pa)	Secretary of State. New Mexico Blue Book, 1913- (Biennial, Odd years) Legislative Council Service. Executive Agencies, 1970- (Irregular)
NORTH DAKOTA		Secretary of State. North Dakota Blue Book, 1973 ed.(Previous ed., 1961) State Library Coms. North Dakota State Government, 1973. (Occasional publication, v.4,no.1)
OKLAHOMA		Legislative Council. Boards, Agencies & Commissions ... a compendium. Dept. of Libraries. Same. Printed by West Pub.
SOUTH DAKOTA	State Historical Society. South Dakota History Collections. (Biennial); State Atlas of South Dakota. (1970) 3-Brothers Atlas Co.	Secretary of State. South Dakota Legislative Manual. (Biennial, Odd years) " " ". Digest of Annual Reports.
TEXAS	Historical Assoc. Handbook of Texas. 2 vol. Austin, 1952. (3rd vol., update, 1976) Univ. of Texas. Bureau of Business Research. Atlas of Texas, 5th ed. 1973.	Governor. Budget Request (Annual) Advisory Commission on Intergovernment Relations. Handbook of Governments in Texas, 1973- (Loose-leaf updates); U.T. LBJ School of Public Affairs. Guide to Texas State Agencies. (5th ed.Dec.1976)
UTAH	n/a	Legislative Council. Manual for Legislators, 2 vol. 1972.
WYOMING	State Archives & Historical Dept. Wyoming Blue Book. (3v.) 197? (1st ed. o.p., 1,471p.; title: Wyoming Historical Bluebook, 1868-1943)	Secretary of State. Wyoming Official Directory and Election Returns. (Biennial, Odd years)

* 2.(Colorado Cont)1948 (4v.); Dept. of Highways, Colorado Highway Atlas.
\+ 3.(Colorado Cont) Colorado Shields, 1976 (Rev.; 153p.)

COMPARATIVE CHART OF FEDERAL, STATE SOURCES

4. DIRECTORIES

A. ELECTED OFFICIALS	B. GOVERNMENT EMPLOYEES
Congressional Directory (Annual)	Congressional Staff Directory, Inc. Congressional Staff Directory (Annual; $18.00)
Council of State Governments. Book of the States; Supplement 1 & 2. State Administrative Officials..; Selected State Officials (Biennial, Odd Years)	n/a
n/a: Limited information on elected officials in Arizona Blue Book; Mountain Bell Telephone Co. Directory of the (---) Legislature (Biennial)	n/a
n/a: Southwestern Bell Telephone Co. Directory of the ... Legislature, (1965?- Biennial, Odd years)	n/a
Colorado Press Assoc. Colorado Legislative Directory, with continuing revision. (Biennial Odd years); General Assembly. Directory of the General Assembly (Annual)	n/a
Secretary of State. Kansas Directory, 1877- (Annual)	Dept. of Administration. Kansas Agency Network KANS-A-N Telephone Directory, 1976-
Secretary of State. Louisiana Roster of Officials (Biennial, Odd years; 1976 supplement)	n/a
See 3; Leg. Council, Clerk. Directory of Membership, Committees, Employees of the Legislature. (Annual)	Dept. of Administrative Services, General Services Division. Nebraska Capitol Directory (Annual; $1.00)
A.A. Carlisle. State, County, Legislative & Judicial Officers of Nevada (Freq?)	Buildings & Grounds Division. State of Nevada Telephone Directory
Secretary of State. Roster of N.M. Elected State, Legislative, District, and County Officials, 1915- (Biennial, Odd years)	Office of Telecommunication. State of N.M. Telephone Directory. (Annual)
Secretary of State. Directory, State of N.D. Officials, Boards and Institutions (Biennial, Odd years)	
Secretary of State. S.D. Legislative Manual (Biennial, Odd year)	State Telecommunications. S.D. State Telephone Directory (Annual)
Legislative Reference Library. Chief elected and Administrative Officials. (Biennial, Odd years) (Its Reference series, 1)	Texas State Directory, 1946- (Biennial, Odd years $7.50) Board of Control. TEX-AN Telephone Directory. (Biennial) Board of Control. Tx Capitol Complex Telephone Directory. (Biennial, Odd years)
Dept. of Finance. Utah Official Roster (Biennial, Odd years)	Dept. of Finance. State of Utah Employee Telephone Directory ( )
Secretary of State. Wyoming Official Directory and -- Election Returns. (Biennial, Odd years)	n/a

STATE	5. STATISTICS A. GENERAL	B. CONSTRUCTION
U.S.	Statistical Abstract of the United States, 1879- (Annual)	Bureau of the Census. Census of Construction Industries, 1967, 1972 - (Formerly part of Business Census, 1929,1935 & 1939)
COLLECTIVE		" "
ARIZONA	Arizona Statistical Review. Valley National Bank of Arizona, Phoenix. (Annual; 31st ed, 1975)	See 5E
ARKANSAS	Arkansas Almanac, the Encyclopedia of Arkansas. C. Armitage Harper, Little Rock. (Biennial, Even years; 14th ed, 1976)	n/a
COLORADO	State Planning Commission. Year Book of the State of Colorado, 1918-1964.(26v.) (Plans to publish again); Colorado Interstate Corp. Colorado Yearbook, 5th ed. '73	n/a
KANSAS	Kansas Statistical Abstract, 1964- Univ. of Kansas. Institute for Social & Environmental Studies. (Annual, 10th ed 1975, $5.25) & See 5C	n/a
LOUISIANA	Statistical Abstract of Louisiana. Univ. of New Orleans, Div. of Business & Economic Research. (Irreg.; 5th ed., 1974) ; Louisiana Almanac. (irreg., 9th ed.	n/a (5A cont) 1975-76.
NEBRASKA	Nebraska Statistical Handbook. Dept. of Economic Development, Div. of Research. (Biennial, Even years)	n/a
NEVADA	Office of State Planning Coordinator. County Data Files	n/a
NEW MEXICO	New Mexico Statistical Abstract, 1970- Univ. of New Mexico. Bureau of Business & Economic Research (Biennial, v.3, 1975) New Mexico Almanac, 1975- (Clovis, N.M.)	n/a
NORTH DAKOTA	Business & Industrial Development Dept. North Dakota Growth Indicators (13th ed., 1975)	
OKLAHOMA	Statistical Abstract of Oklahoma Univ. of Oklahoma. Bureau for Business & Economic Research. (Annual, $5.00)	
SOUTH DAKOTA	n/a	n/a
TEXAS	Texas Almanac & State Industrial Guide, 1857- Dallas Morning News. (Biennial, Odd years)	Building Construction in Texas. Univ. of Texas, Bureau of Business Research (Monthly)
UTAH	Statistical Abstract of Utah; Univ. of Utah. Bureau of Economic & Business Research. (Freq?;7th ed., 1976) Statistical Review of Government in Utah	n/a(5A cont) Utah Foundation (Annual? $3.00); Univ. of Utah. Bureau of Economic & Business Research. Utah: Facts (1975)
WYOMING	Wyoming Data Handbook. Dept. of Administration & Fiscal Control. (latest 1972) ; Wyoming Data Book. Univ. of Wyoming. Div. of Business & Economic Research.	n/a (5A cont) (Latest 1972)

COMPARATIVE CHART OF FEDERAL / STATE SOURCES

STATISTICS (cont)	
C. BUSINESS	D. AGRICULTURE
	Census of Agriculture, 1969. Bureau of the Census. (1840-1920, every 10 years; 1920-1965, every 5 years; 1969- in years ending in 4 and 9)
	" " "
Dept. of Economic Security. Economy of Arizona With Projections & Economic Indicators. (Semi-annual)	Crop & Livestock Reporting Service. Arizona Agricultural Statistics. (Annual)
Univ. of Ark. Bur. of Business & Economic Research Arkansas Business & Economic Review. (Quarterly) Indust. Research & Extension Center. State & County Economic Data For Arkansas. (June, 1975)	Crop & Livestock Reporting Service. Agricultural Statistics for Arkansas, 1919- (Annual)
Graduate School of Business Administration. Colorado County & City Retail Sales by SIC, 1976- (Quarterly)	Colorado Agricultural Statistics, 1948- (Issued by Crop & Livestock Reporting Service, 1922-1944)
Dept. of Admin. Div. of State Planning & Research. Annual Economic Report of the Governor; Wichita State Univ. College of Bus. Adm. Kansas Economic Indicators, 1971- (Mo.)	State Board of Agriculture. Kansas Agriculture (Annua " " " ". Farm Facts (Annual) " " " ". Report (Biennial)
Louisiana State Univ. College of Business Admin. Louisiana Business Review, 1937- (Monthly)	La. State Univ. & A & M College. Agriculture Statistics for Louisiana, 1964-1972. (1973)
Dept. of Economic Development. Div. of Research. Annual Economic Report. ; Univ. of Nebraska. Bureau of Business Research. Business in Nebraska, 1948- (Monthly)	Dept. of Agriculture. Div. of Agricultural Statistics. Nebraska Agricultural Statistics. (Annual)
Nevada Univ. Bureau of Business & Economics. Nevada Business Review, (Monthly)	n/a
Univ. of New Mexico. Bur. of Business & Economic Research. New Mexico Business, 1948- (Monthly)	Dept. of Agriculture. New Mexico Agricultural Statistics, 1962- (Annual)
Univ. of Oklahoma. College of Business Admin. Oklahoma Business Bulletin, 1928- (Monthly)	
Univ. South Dakota. Business Research Bureau. South Dakota Business Review, 1942- (Quarterly) " " ". South Dakota Economic & Business Abstracts (Bul.107) Decennial?	Crop & Livestock Reporting Service. South Dakota Agriculture (Annual; 1975 last year to publish due to fund cut)
Univ. of Texas. Bureau of Business Research. Texas Business Review, 1926- (Monthly)	Crop & Livestock Reporting Service. Texas County Statistics, 1968- (Annual) " " (Annual bulletins on Cotton, 1959-); Dairy (1961-); Field Crops (1959-) Fruit (1969); Livestock, etc
Univ. of Utah. Bureau of Economic & Business Research. Utah Economic & Business Review, 1949- (Monthly)	Dept. of Agriculture. Utah Agricultural Statistics, (Annual)
Dept. of Economic Planning & Development. Wyoming Progress Reports, 1960- (Monthly)	Dept. of Agriculture. Wyoming Agricultural Statistics (Freq?)

SELECTED REFERENCE SOURCES

STATE	STATISTICS (cont)	
	E. MINERALS	F. HIGHWAY
U.S.	Bureau of The Census. Census of Mineral Industries, 1972 (1840-1929 every ten years;1929-39, every 5 years;1954 - every 5 years)	Dept. of Transportation. Federal Highway Admin. Highway Statistics, 1945- (Annual)
COLLECTIVE	" " "	" " "
ARIZONA	Dept. of Economic Security. Arizona Mining & Manufacturing. (Annual)	Dept. of Transportation. Factual Review (Annual)
ARKANSAS	n/a	n/a
COLORADO	Bureau Bureau of Mines. Mineral Industry Activities ... 1966.	Dept. of Highways. Colorado's Annual Highway Report
KANSAS	n/a	n/a
LOUISIANA	Dept. of Conservation. Louisiana Annual Oil & Gas Report	Dept. of Highways. Financial & Statistical Report. (Freq?)
NEBRASKA	Univ. of Neb. Conservation & Survey Division. Inventory of Mining Operations in Nebraska. (1974; $2.00)	Dept. of Roads. Biennial Report Nebraska Dept. of Roads & Nebraska State Patrol (with statistical supplement). (Biennial)
NEVADA	n/a	Highway Dept.Patrol Division. Annual Report.
NEW MEXICO	State Inspector of Mines. Annual Report, 1911/12- (Does not include petroleum and turquois)	State Highway Dept. Highway Statistics & Related Information, (Freq?; latest, 1973/4)
NORTH DAKOTA		
OKLAHOMA		
SOUTH DAKOTA	n/a	n/a
TEXAS	Railroad Commission. Annual report (6) reports of Divisions: Gas Utilities Div. (1921-);Liquified Petroleum (1951/2-); Oil & Gas Div. (1921-	Highway Dept. Texas Road, Street, and Highway Finance Facts, 1974 (Rev. irreg.) " " Road Inventory-State Highways, County, Local Roads & City Streets Milage Compilation. (Annual)
UTAH	n/a	Dept. of Highways. Annual Highway Statistical Summary.
WYOMING	Dept. of Economic Planning & Development. Wyoming Minerals Yearbook.	n/a

* Texas. Highways & Public Transportation Dept. Biennial Report, 1918- (Name changed from Highway Dept.)

COMPARATIVE CHART OF FEDERAL / STATE SOURCES

STATISTICS (cont)

G. JUDICIARY	H. REVENUE/ EXPENDITURES *
Annual Report of the Director of Administration Offices of the U.S. Courts	Treasury Dept. Report of Treasurer
U.S. Dept. of Justice. Uniform Crime Reports (Annual)	n/a
Council of State Governments. Book of the States (Biennial)	
n/a	Executive Budget (Annual)
Judicial Dept. Annual report...Judicial Statistics, 1964 -	Dept. of Finance & Admin. Financial Report, State of Arkansas, Fiscal years 1972-3 & 1973-4. 2 vol.
Office of the State Court Administrator. Annual Statistical Report of the Colorado Judiciary, 19 -	Dept. of Revenue. Annual Report, 1st 1941/2- Dept. of the Treasury. Annual report ...-1962/3 (Additional info. in G.A. Joint Budget Committee & Dept. of Local Affairs publications)
Office of the Judicial Administrator. Statistical Report on the District Courts of Kansas (Freq?)	Dept. of Administration. Accounts & Reports Div. Kansas Annual Financial Report. (Fiscal year ending June 30)
Judicial Council of the Supreme Court. Annual report.	Dept. of Revenue. Annual Report
Coms. on Law Enforcement & Criminal Justice. Uniform Crime Report. (Quarterly & Annually)	State Treasurer. Treasurer's Report (Monthly) Dept. of Administrative Services. Annual Report of Receipts & Disbursements (Annual); Executive Budget (Annual)
n/a	Controller. Annual Report. Budget Office. Biennial Budget; Legislative Counsel Bur. Appropriations & Expenditures during ... biennium.
Administrative Officer of the Courts. Annual Report, 1960 -	State Treasurer. Report, 1912- (Biennial)
n/a	Dept. of Revenue. Annual Statistical Report State Treasurer. Annual Report
Judicial Council. Annual Report.	Comptroller of Public Accounts. Annual Report. Legislative Budget Office. Fiscal Size-up of Texas State Services (Biennial, Odd years & before special sessions of the Legislature)(Fiscal year ending Aug. 31)
Judicial Council. Annual Report State Juvenile Court. Juvenile Court Statistics (Freq?)	Office of Legislative Analyst. Appropriations report (Biennial); Secretary of State. Compiled Digest of Administrative Reports (Annual)
n/a	n/a; Annual reports of all agencies of the executive branch are available in a multi-volume compendium issued annually by the Dept. of Administration & Fiscal Control.

* Texas is only state listed with fiscal year ending in August 31; all others end June 30.

SELECTED REFERENCE SOURCES

STATE	6. LEGISLATURE/ LAW		
	A. STRUCTURE	B. FREQUENCY*	C. SESSION LAWS & SESSION "HOT LINE"
U.S.	Bicameral Congress	Biennial-Odd years (Annual sessions)	Government Printing Office. Statutes at Large. (Annual)
COLLECTIVE			Information Handling Services. Current Session Laws of All American States, 1970-74. Microfiche.
ARIZONA	Bicameral Legislature	Biennial-Odd years (Meets annual)	Secretary of State. Session Laws. (Annual)
ARKANSAS	Bicameral General Assembly	Biennial-Odd years	Secretary of State. Session Laws. (Biennial)
COLORADO	Bicameral General Assembly	Biennial-Odd years (Meets annual - Even years: budget session)	Secretary of State. Session Laws. (Annual) Hot line: (303) 892-3055
KANSAS	Bicameral Legislature	Biennial-Odd years (Meets annual)	Secretary of State. Session Laws. (Annual) Hot line:
LOUISIANA	Bicameral Legislature	Annual	Secretary of State. Session Laws. (Annual)
NEBRASKA	Unicameral Legislature	Biennial-Odd years (Meets annual)	Legislative Council, Clerk of the Legislature. Laws Passed by the Legislature of the State of Nebraska. (Title varies) (Annual; $10.00) Hot Line:
NEVADA	Bicameral Legislature	Biennial-Odd years	Legislative Counsel Bureau. Session Laws. Biennial Hot Line:
NEW MEXICO	Bicameral Legislature	Biennial-Odd years (Meets annual - Even years: budget session)	Secretary of State. Session Laws. (Annual)
NORTH DAKOTA	Bicameral Legislative Assembly	Biennial-Odd years	Secretary of State. Session Laws. (Annual)
OKLAHOMA	Bicameral Legislature	Biennial-Odd years (Meets annual)	West Pub. Co. Session Laws. (Annual)
SOUTH DAKOTA	Bicameral Legislature	Annual	Secretary of State. Session Laws. (Annual)
TEXAS	Bicameral Legislature	Biennial-Odd years	Secretary of State. Session Laws. (Biennial) Hot Line:
UTAH	Bicameral Legislature	Biennial-Odd years (Meets annual - Even years: budget session)	(Secretary of State) Session Laws. (Annual)
WYOMING	Bicameral Legislature	Biennial-Odd years (Meets annual - Even years: budget session)	Legislative Service Office. Session Laws. (Annual) (Annual)

* When a session of the Legislature retains the same name for two years, it is listed as biennial even though it meets annually. (64th Legislature meets in 1973 and in 1974 it is listed as biennial beginning in odd years with annual sessions).

LEGISLATURE/ LAW (cont)	
D. STATUTES	E. STATUTES ANNOTATED
Government Printing Office. U.S. Code.	
	West Pub. Co. Revised Statutes Annotated, 1956- (20v. in 22)
	Bobbs-Merrill Co. Statutes Annotated, 1947- (10v. in 23)
	Bradford-Robinson Co. Revised Statutes Annotated, 1973- (20v.)
	Secretary of State. Statutes Annotated, 1963- (7v. in 13)
Secretary of State. Revised Statutes, 1950- (7v. in 8)	West Pub. Co. Statutes Annotated, 1951- (76v.)
	Legislative Council, Revisor of Statutes. Revised Statutes of Nebraska, 1943- (10v.) (Biennial cumulations: 1972, 1974, 1976; Annual paper supplement)
Legislative Counsel Bureau. Revised Statutes, 1964- (33v. loose-leaf)	Legislative Counsel Bureau. Annotations to Revised Statutes, 1964- (6v. loose-leaf)
	Allen Smith Co. Statutes Annotated, 1953- (12v. in 19)
	Allen Smith Co. Century Code Annotated, 1959- (14v. in 15)
West Pub. Co. Statutes, 1971- (4v.; 1975 supp.)	West Pub. Co. Statutes Annotated, 1936- (63v.)
	Allen Smith Co. Compiled Laws Annotated, 1967- (17v.)
West Pub. Co. West's Texas Statutes & Codes, 1974- (5v.; 1975 supp)	West Pub. Co. Vernon's Statutes Annotated, 1925- (93v)
	Allen Smith Co. Code Annotated, 1953- (10v. in 16)
	Michie Co. Statutes Annotated, 1957- (10v. in 11)

STATE	LEGISLATURE/LAW (cont) F. ADMINISTRATIVE CODE	G. LEGISLATIVE ANALYSIS/ POLITICAL JOURNAL
U.S.	Government Printing Office. Code of Federal Regulations. (147v.) " " Federal Register (daily-Monday-Friday)	Congressional Quarterly Inc. CQ Weekly Report, 1945- Government Research Co. National Journal Reports, 1969 - (weekly)
COLLECTIVE	n/a	Council of State Governments. State Government; the Journal of State Affairs, 1930- (quarterly)
ARIZONA	Secretary of State. Official Compilation of Administrative Rules & Regulations. (Loose-leaf)	Arizona Legislative Review. (weekly newspaper) Arizona News Service, Phoenix, Ariz.
ARKANSAS	n/a	Arkansas Daily Legislative Digest, 1939- General Pub. Co., Little Rock. (Loose-leaf) (not analysis)
COLORADO	n/a	n/a
KANSAS	Secretary of State. Kansas Administrative Regulations Service. (3v.; loose-leaf)	Legislative Research Dept. Summary of Legislation (not analysis, but summary)
LOUISIANA	Governor's Office. Dept. of the State Register. Louisiana Register	n/a
NEBRASKA	Legislative Council, Revisor of Regulations. Administrative Rules & Regulations, 1976-	n/a
NEVADA	On agenda for coming session; currently rules filed with Secretary of State with copies to State Library.	The Springmeyer Report (Daily during session. Analysis of proposed legislation by independent company. Written by Jeff E. Springmeyer.)
NEW MEXICO	No codification; Rules listed in Publications and Rules Filed	Capitol Observer (weekly - $400.00/yr) Ed. by Robert Huber. Santa Fe, N.M. (Subscriptions for shorter periods possible) New Mexico Review & Legislative Journal, 1969- (m)
NORTH DAKOTA		
OKLAHOMA		
SOUTH DAKOTA	Code Counsel. Administrative Rules of South Dakota, 1974 - " " South Dakota Register	n/a
TEXAS	Secretary of State. Texas Register, 1976 - (100/yr; indexed quarterly; $25.00)	n/a; Some reporting services are: Austin Report, 1948- (weekly); Texas in Action, 1970- Texas Government Newsletter, 1973- Texas Legislative Service (Daily)
UTAH	State Archivist. Administrative Rules (1975 - (U.C.A. 63-46)	n/a
WYOMING	n/a	n/a

----- COMPARATIVE CHART OF FEDERAL/STATE SOURCES

I. COURTS

A. ATTORNEY GENERAL'S OPINIONS	B.*SUPREME & APPEALS COURT REPORTERS
Attorney General. Opinions of the Attorney General of the U.S.	West Pub. Co. Supreme Court Reporter, 1882-
	West.Nat'l Reporter System: North Western, Pacific, South Western & Southern Reporters
Attorney General. Opinions & Reports of the Attorney General. (annual)	West. Arizona Reports (Supreme Court) West. Pacific Reporter West. Appeals Reports.
Attorney General's Office. Digest of Official Opinions, 1973- (monthly).	West. Southwestern Reporter (1886- Secretary of State. Reports (Supreme Court), 1837-
Attorney General. Reports & Opinions.	West. Pacific Reporter A.B. Hirschfeld Press. Reports (Supreme Court) 1864- Bradford-Robinson Co. Appellate Reports
Attorney General. Opinions of the Kansas Attorney General (irreg.) v.6 (1968-71)	West. Pacific Reporter. State Library. Reports (Supreme Court), 1862-
Attorney General. Reports & Opinions. (biennial, odd years)	West. Southern Reporter
Attorney General. Report (includes opinions) (biennial, odd years) Lists Supreme Court cases & U.S. district court cases.	West. North Western Reporter State Library. Reports (Supreme Court), 1860-
Attorney General. Reports & Opinions. (annual)	West. Pacific Reporter Legislative Counsel Bureau. Reports (Supreme Court), 1865-
Attorney General. Report (annual)	West. Pacific Reporter Supreme Court. Reports (Supreme Court), 1852-
Attorney General. Reports & Opinions. (latest; 1972-74)	West. North Western Reporter West. Reports (Supreme Court), 1890-
Attorney General. Opinions. (annual)	West. Pacific Reporter
Attorney General. Cases & Opinions. (biennial, odd years)	West. North Western Reporter State Library. Reports (Supreme Court), 1890-
Attorney General. Digest of Opinions. (annual, 1947-) Index, 1947-70. " ". Open Records / Open Meetings Decisions Index, 1969-75.	West. Southwestern Reporter (1886-
Attorney General. Reports & Opinions. (biennial, even years)	West. Pacific Reporter Supreme Court. Reports, 1855-
Attorney General. Opinions. (latest: 1969-72)	West. Pacific Reporter West. Wyoming Reporter

* For current latest volumes issued see: American Association of Law Libraries. Current Publications in Legal and Related Fields. Comp. by E.D. Franklin. Rothman, 1976: "Section 3" For historical information, consult:Price, Miles O. Effective Legal Research. New York: Little, Brown, 1953 (Reprint: Rothman, 1969) : Appendix 1.

REVISED STANDARDS FOR STATE AUTHOR

HEADING LISTS (1947)

The following revised standards are intended to apply to all lists of state author headings begun subsequent to June 1, 1947, and to any compilation begun prior to that date, the final typing of which had not been started as of June 1, 1947.

1. A complete list of state entries should be compiled. Territorial entries should be included whenever feasible. (If the list of territorial entries is too small to be published later as a separate list, the Committee urges that these entries be included.)

2. Lists should include all known official state departments, boards, bureaus, commissions, etc., both current and obsolete, and all main entries for state supported schools and colleges. Divisions of these schools may be included at the option of the compiler.

3. Entries should be in full form as recorded in the statutes, administrative rules, etc. Headings should appear in the list exactly as they would be used on the catalog card, with the name of the state at the beginning of each heading. In the case of such states as New York and Washington, which are likely to be confused with other geographical units, the designation (State) should follow the place name. Offices of territorial government should be designated by (Ter.) following the place name. Use usual spacing after punctuation within headings, e.e., two spaces after a period, one space after a comma, etc.

4. With the entries, there should be incorporated brief histories of agencies showing dates of establishment and abolition, mergers, and changes of name. Functions of agencies should not be included, except to distinguish between different agencies with similar names. The history should appear only once, under the latest name of the agency; references should be made from earlier names to the latest name.

5. Bibliographic references to session laws, etc., should accompany the histories.

The number of the law should be cited rather than the page number.

6. All entries should be arranged in one alphabet in direct form.

7. There should be adequate cross-references for significant word entries, changes of name, and for functional and subject approach (e.g., cross-references from Education, Agriculture, etc., to the specific agencies dealing with these subjects; also, from Division, Bureau, etc. when necessary.)

8. Omit "refer froms" from the final typescript.

9. Use the following form for "see" and "see also" references:

Alabama. Equalization board.
See ALABAMA. STATE BOARD OF ASSESSMENT; ALABAMA STATE DEPARTMENT OF REVENUE

10. Main entries should be in capital letters; cross-references in lower case. (See example in rule 9).

Any deviation from these rules should be agreed upon by the president of the Division of Cataloging and Classification, the chairman of the Division's Committee concerned with this series, and the publisher.

Note: These standards were re-examined and revised by the members of the Special Committee on State Author Headings, the Publications Committee of the Division, the Publishing Department of the A.L.A., and by Ethel Bond, then President of the Division.

Copied from: A.L.A. *In retrospect, a history of the Division of Cataloging and Classification of the American Library Association, 1900-1950.*

ALA GOVERNMENT DOCUMENT ROUND TABLE, WORK GROUP ON STATE CHECKLISTS
(Final draft, July 1976)

WHEREAS, the ALA has adopted "Guidelines for Minimum Servicing of State documents" which states: "(4) The appropriate state agency should compile and distribute a checklist and/or shipping list of its publications. Such a list should appear at least quarterly"; and

WHEREAS, the Library of Congress Monthly Checklist of State Publications is selective and does not purport to be a comprehensive state bibliographic tool; and

WHEREAS, checklists of state publications are necessary for bibliographic control; now therefore be it

RESOLVED that each state must assume primary responsibility for bibliographic control of its own publications in order to provide access to state documents, and, be it further

RESOLVED that Guidelines for checklists of state publications are hereby promulgated.

1. LEGALITY A checklist of state publications should be required statutorily.

2. SCOPE. This official state document checklist should provide the most complete listing of the state's publications as is possible.

3. FORMAT. The checklist publication should follow the American National Standards Institute, Inc. American National Standard for Periodicals: Format and Arrangement. 1967 (11 p.) (ANSI Z39.1-1967) Sponsored by the Council of National Library Associations.

4. FREQUENCY.

A. The checklist should be published at least quarterly (ALA Guidelines for Minimum Servicing of State Documents, 4a)

B. A cumulative index should appear at least annually.

5. DISTRIBUTION. Adequate in-state and appropriate out-of-state distribution should be provided.

6. PREPARATION. Preparation of the checklist should be by, or supervised by, professional library personnel.

7. CHECKLIST CONTENT. The following should be included:

A. Full statement of the scope of the checklist:
1) Period covered (publication date or receipt date of publications listed).

2) Inclusion policy for older publications.

3) Types of publication included and/or excluded.

B. Information on how to obtain copies of listed publications (including agency addresses if necessary.

C. Statement of the arrangement of the checklist.

D. List of depository libraries with addresses at least annually.

E. Frequency and scope of index.

F. Availability of microforms.

G. Cross-references.

8. BIBLIOGRAPHICAL CONTENT OF ENTRIES

A. Corporate author.

B. Full title.

C. Personal author(s).

D. Imprint (including copyright if applicable).

E. Collation.

F. Series.

G. Price.

H. Restrictions on distribution.

CURRENT CHECKLISTS OF STATE PUBLICATIONS

From: Palic, Vladimir M. Government publications: a guide to bibliographic tools. 1975.

ARIZONA. Dept. of Library and Archives. Annual checklist of publications of the state of Arizona received by the Dept. of Library and Archives during the fiscal year. [1956/57+] Phoenix.
Issues for 1956/57 to 1962/63, typewritten copies only.

ARKANSAS. University. Library. Checklist of Arkansas state publications received by the University of Arkansas Library. no. 1+ 1943+ Fayetteville, 1944+ semiannual.

COLORADO. Division of State Archives and Public Records. Checklist [of] Colorado publications received. v. 1+ Oct./Dec. 1964+ Denver. quarterly.
From Jan. 1971, called Colorado Checklist, published monthly.

KANSAS. State Library, Topeka. State Documents Division. Checklist of official publications of the state of Kansas. v. 1, no. 1+ May/Oct./ 1953+ Topeka, Kans.
Continues list published in Kansas Library Bulletin from 1936 (see below).

LOUISIANA. Dept. of State. Official publications. v. 1+ 1935/48+ [Baton Rouge]
Continues the Bibliography of the Official Publications of Louisiana, 1803-1934, by Foote (see below). Volumes 2+ are cumulations of the semiannual Public Documents [of] the] State of Louisiana.

----- Public documents [of the] state of Louisiana. no. 1+ Feb. 1949+ [Baton Rouge] semiannual.
Title varies: no. 1, Publications of State Agencies; no. 2-10, Semiannual List of the Public Documents of Louisiana (varies slightly). Nos. 11, 25, and 37 not issued separately. Documents for those periods are included in the department's Official Publications, vols. 2-4. A mimeographed monthly list called Public Documents of Louisiana Distributed to Depository Libraries has also been issued since March 1949, to supplement the semiannual list.

NEBRASKA state publications checklist [Abstracts; Index] vol. 1, 1973+ [Lincoln] Nebraska Publications Clearinghouse.
To be used in conjunction with the Guide to Nebraska State Agencies, January 1973 (Lincoln, Nebraska Clearinghouse).

NEVADA. State Library, Carson City. Nevada official publications. List no. 1+ Feb. 1953+ Carson City. monthly
Title before 1968 (no. 90): Official Nevada Publications. There is a semiannual and an annual index.

Nevada official publications periodical index. List no. 1+ Jan./June 1969+ Carson City, Nevada State Library. semiannual.

NEW MEXICO. State Records Center and Archives. Publications Division. Publications of New Mexico state agencies. Sante Fe. 1968+
The first issue covers publications for the period 1960 to spring 1968. Supplements issued in 1970 and in 1972. A monthly list, called Publications Filed, is also issued.

NORTH DAKOTA. State Library Commission. North Dakota state publications. 1965+ Bismarck. semiannual.

OKLAHOMA. No current checklist published at the present time.

SOUTH DAKOTA. No current checklist published at the present time.

TEXAS state documents. Jan. 1963+ Austin, Texas State Library, Archives Division. Texas Documents.
Superseded Checklist for Official State Publications (1921-67), and List of State Publications Issued (1963-67).

(UTAH) Official publications of the state of Utah. v. 1, no. 1+ July 1, 1970+ Salt Lake City, Utah State Library Commission.
The first issue covers state publications for the period Jan.-June 1970.

Utah. Dept. of Finance. State Archives and Records Service. Checklist of Utah state publications. [July 1, 1967/June 30, 1969+ Salt Lake City]

WYOMING. No current checklist published at the present time.

New titles for Arkansas, Texas, Utah and Wyoming on following page.

New titles to supplement list in Palic.

ARIZONA. Dept. of Library and Archives. Monthly checklist of publications of the state of Arizona. July 1974-

COLORADO. State Library. COIN Colorado Index Project, October 1, 1976- Quarterly, annual cumulation. (Colorado. Checklist Oct./Dec. 1964 no longer published.)

TEXAS. State Library, Government Publications Section. Guide to Texas state documents, 1974- Austin, 1975- (Annual cumulation)

UTAH. State Library Commission. Checklist of Utah state publications, Jan. 1, 1971 to July 1, 1975. Salt Lake City, 1975.

WYOMING. State Library. Checklist of state of Wyoming publications. In its Outrider. v. --, April, 1973- Cheyenne.

Titles of shipping lists.

LOUISIANA - "Public documents of Louisiana distributed to the depository libraries under R.S. 25: 121-124." monthly. Available to libraries which are not depositories.

NEVADA - "Monthly depository shipping list no. --"

NORTH DAKOTA - The shipping list does not have a title.

TEXAS - The checklist is used as a shipping list.

UTAH - "Weekly depository shipping list."

Editors or compilers of state checklists for the 11 states are:

ARIZONA: Louise Muir, Department of Administration, Division of Library, Archives & Public Records, 3rd Floor, Capitol, Phoenix, Arizona 85007

ARKANSAS: Nancy Webb, University of Arkansas, University Library, Fayetteville, Arkansas 72701

KANSAS: Jean Barton, Kansas State Library, 3rd Floor, State House, Topeka, Kansas 66612

LOUISIANA: Patricia Foster, Recorder of Documents Division, Secretary of State's Office, P.O. Box 44125, Baton Rouge, LA 70804

NEBRASKA: Vern Buis and Susan Kling, Nebraska Publications Clearinghouse, Nebraska State Library Commission, 1420 P. Street, Lincoln, NE 68508

NEVADA: Joan G. Kerschner, Nevada State Library, 401 So. Carson Street, Carson City, Nevada 89701

NEW MEXICO: E. P. Griego, Publications Management Division, State Records Center and Archives, 404 Montezuma, Santa Fe, New Mexico 87503

NORTH DAKOTA: Richard J. Wolfert, State Library Commission, Bismarck, N.D. 58505

TEXAS: Dale Propp, Texas State Library, Box 12927 Capitol Station, Austin, Texas 78711

UTAH: Alma G. Swann, Utah State Library Commission, 2150 South West Suite 16, Salt Lake City, Utah 84115

Compiled by M. T. Lane

SUMMARY AND ABSTRACT OF RESPONSES
TO NEW YORK STATE DOCUMENTS QUESTIONNAIRE

Of 405 questionnaires distributed, 256 were returned. Fifty-five responses were from out-of-state (64% of those distributed); 201 were distributed to libraries in New York State (63% of those distributed). The following represents an abstract and summary of the answers to the questionnaire.

1. Overwhelmingly the Checklist is used as a selection tool (73%). Its use is primarily by the staff (96%).

2. The Checklist is the most frequently used selection tool for New York documents (46%). Other tools rank in the following order:

   LC Monthly Checklist (25%)
   PAIS (14%)
   Proof slips (5%)

3. Overwhelmingly respondents were satisfied with the present pattern of cumulation (93%) and the adequacy of bibliographic information (95%). Most indicated speed and timeliness (75%) were more important than correctness of catalog entry (24%).

4. Most respondents felt that the Checklist would be improved by the availability of a subject, personal author, and title index (89%).

5. Although most libraries prefer to receive hard copies of documents (61%), a substantial number (84 libraries) would be interested in purchasing current New York State documents in microform at cost.

6. Ninety-four libraries indicated an interest in purchasing retrospective New York State documents in microform. The titles most frequently suggested were legislative documents and journals, and the publications of the New York State Museum.

7. In general, most repsondents evaluated their collections of New York State documents as adequate to the needs of their patrons (74%). However, a significant number (70%) indicated that there were other series of documents, not available to them, which would be useful. Most frequently suggested were the hearings of legislative committees.

8. Most libraries (66%) cataloged and classified some New York State documents, about 20% cataloged and classified all New York State documents. The number of libraries using the Dewey and LC classification was about equal (Dewey 82, LC 78), although about 25% of of those libraries classifying New York State documents use some other scheme.

9. Eighty-four per cent of the respondents made the new York State documents in their collections available on interlibrary loan.

Compiled 1973?
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HORDUSKY QUESTIONNAIRE ON STATE DOCUMENT CHECKLISTS - 1975

States in SWLA and MPLA regions only; Colorado, Oklahoma and South Dakota not included. The "Over-all" column is taken from Mr. Hordusky's tabulation and indicates percentages for the 42 replies he received.

	ARIZ.	ARK.	KAN.	LA.	NEB.	NEV.	N.M.	N.D.	TEX.	UTAH	WYO.	OVER-ALL
Required by law	No	No	No	Yes	Yes	Yes	Yes	No	Yes	No	No	Yes 33%
Checklist issued	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes 100%
Shipping list issued separately	No	No	No	Yes	No	Yes	No	Yes	No	Yes	No	Yes 26%
Frequency	Mo	½-Ann	½-Ann	½-Ann	Bi-mo	Mo	Quart	½-Ann	Mo	Irreg.	Mo	
OVER-ALL	(Monthly 35%; Bi-monthly 7%; Quarterly 19%; Semi-annual 14%; Annual 24%)											
Checklist series began	1936	1943	1953	1934	1973	1953	1968	1965	1921	1960	1973	
Number of copies issued, total	118	212	200	1000	1000	650	325	100	500	1000	800	
Distribution												
State agencies	-	-	-	318	Yes	All	Yes	25	Yes	300	-	
Statewide to libraries	Yes	Yes	Yes	135	Yes	All	-	25	Yes	191	Yes	
National to libraries	Yes	Yes	Yes	100	Req'st	Req'st	LibCong	5	Yes	50	Yes	
Other	Yes	Few	Yes	20	Legis.	Int'l	Attys	45	-	459	LibSch	
Charge	$2	No	No	No	No	No	$6	$2.50	No	No	No	14%
Cross-references in body of list	No	No	No	No	Yes	No	No	No	No	No	No	Yes 28%
New state agencies indicated	No	No	No	No	Guide	No	No	Yes	Yes	No	No	Yes 38%
Legal citation for new agencies	-	-	-	Yes*	No	-	-	Yes*	No	No	No	Yes 17%
	(* - citations in a separate publication)											
Types of indexes												
Author	-	-	-	Yes	Yes	Yes	-	-	Yes	Yes	-	66%
Title	-	-	-	Yes	Yes	Yes	-	Yes	Yes	-	-	58%
Subject	-	-	-	-	Yes	Yes	Yes	-	Yes	-	-	46%
Keyword	-	-	-	Yes	-	-	-	Yes	-	-	-	
Other	-	-	-	Yes	Yes	-	-	-	-	-	-	None 43%
Checklist cumulated	Yes	No	No	Yes	No	-	No	Yes	No	No	No	36%
Index cumulated	-	-	-	Yes	Yes	Yes	No	Yes	Yes	No	No	19%
Subject authority for index	-	-	LC	-	2	LC	LC	None	LC	Other	-	
OVER-ALL	(LC 33%; Sears 5%; Other 21%; No answer 45%) (KAN. both LC & Sears)											

	ARIZ.	ARK.	KAN.	LA.	NEB.	NEV.	N.M.	N.D.	TEX.	UTAH	WYO.	OVER-ALL
Included in list												
Non-current documents	No	Yes	No	Yes	Yes	No	No	No	Yes	No	No	52%
All documents known				Yes		Yes	Yes					19%
Documents financed but not issued						Yes						12%
Documents not distrib. nor avail.						Yes			Yes			12%
Documents received	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	88%
Periodicals	Annual	Issue	Issue	Issue	New	New	Issue	Issue	Issue	No	Annual	
OVER-ALL	(Yes 95%; in each issue 45%; semi-annually 10%; annually 45%; new titles only ??)											
Publications other than state docs.	No	No	No	Yes	No	Yes	No	No	Yes	No	No	21%
	(LA.- few regional; NEV.- County, regional, city, multicounty & other; TEX.- local & regional											
Excluded from list				None				None				
Maps							Yes			Yes	Yes	24%
Press releases			Yes		Yes	Yes	Yes		Yes	Yes	Yes	48%
State university publications						Internal						30%
Other	Yes	Yes	Yes		Yes	Yes			Yes			30%
(ARIZ.- Governor's proclamations; periodicals on monthly; ARK.- in-house publications; KAN.- Memorandums; NEB.- Inter-office memos; NEV.- Inter- and intra-office memos; TEX.- Minutes & hearing transcripts)												
Classification scheme	Dewey	Dewey	Dewey	Other	Other	Swank	Other	None	Other	Other	Other	
OVER-ALL	(LC 7%; Dewey 30%; Other 66%)											
Content of entry												
Personal author	X	X		X	X	X		X	X			69%
Joint author	X	X		X	X	X		X				67%
Corporate author	X	X	X	X	X	X	X	X	X	X	X	90%
Full title	X	X		X	X	X	X	X	X	X	X	100%
Spine or short title	X				X	X				X		38%
Publication date	X	X	X	X	X	X	X	X	X	X	X	100%
Pagination	X	X	X	X	X	X	X	X	X		X	86%
Size in cm						X						12%
Subject headings					X							14%
Classification number				X	X	X	X		X	X		38%
Abstract	X				X							7%
Restrictions on distribution				X	X	X		X	X			47%
Where obtainable	X	X	X		X	X	X			X		52%
Price		X		X	X	X		X	X			47%
Series entry	X	X		X	X	X	X	X	X		X	61%
Item entry number					X	X		X	X			28%
Update of mailing list	No	Irreg	Irreg	Irreg	Ann	Ann	Mo	As Req	Ann	2-yr	Yes	
OVER-ALL	(Annually 36%; Every two years 22%; Other 42%; No 14%)											
Staff												
Total		3	3	1½	3½	1	2			2		
Professional	1	2	1	½	3	½	2		1	1	1	
Clerical	1	1	2	1	½	½		1	½	1	2	
Full-time equivalent				1½				.05				

9/27/76 M T LANE

DEPOSITORY LEGISLATION

Statutory provisions requiring the issuance of a checklist: (Excerpts)

LOUISIANA: R.S. 25:123. "List of publications: distribution to depositories. Each agency... shall furnish to the secretary of state semiannually a list of all its printed and mimeographed publications issued for public distribution, and the secretary of state shall make and furnish to each depository a duplicate copy of the same. (Acts 1948, No. 493, § 2)

NEBRASKA: R.S. 51-415. "Official list of publications; publish; contents. The... Clearinghouse shall publish and distribute regularly to contracting depository libraries, other libraries, ...an official list of publications with an annual cumulation. The official list shall be a record of each agency's publishing and show author, agency, title and subject approaches. Source: Laws 1972, LB 1284, § 5. Effective date July 6, 1972."

NEVADA: NRS 378.210. "Publication, distribution of list state publications. The... center shall periodically publish, and, upon request, distribute to all state agencies and contracting depository libraries a list of state publications." (Added to NRS by 1971, 500)

NEW MEXICO: NM St. Ann 71-7-8. "Listing of current rules - Transfers by Supreme Court librarian. - The... administrator shall prepare and publish a listing and index of all current rules which are filed with it...." History: Laws 1967, ch. 275, § 10; 1969, Ch. 92, § 5,... The 1969 amendment inserted "current" in the first sentence."

NM St. Ann. 71-6-23. "State publications for sale or issue by state agencies - Listing by state administrators. - The... administrator shall maintain a file of all state publications.... The list shall include such documents as books, manuals, pamphlets, bulletins, monographs and periodicals designed to instruct, inform or direct either the general public or public officers and employees. . . . Each agency shall, for the purpose of this section, furnish the state records administrator two (2) copies of all publications of the category to be listed. History: C. 1953, § 71-6-23 enacted by Laws 1967, ch. 275, § 8

Definitions of "State Agency" in depository legislation (Excerpts)

COLORADO - "State agency: includes every state office, officer, department, division, bureau, board, commission and agency of the state, and, where applicable, all subdivisions of each.
KANSAS - State agencies means every State office, officer, department, division, section, unit, service, bureau, board, commission, committee, educational facility, and subdivision thereof of all branches of the State government.
NEBRASKA - State agency shall include every state office, officer, department, division, bureau, board, commission and agency of the state, and, where applicable, all subdivisions of each including state institutions of higher education, defined as all state-supported colleges, universities, junior colleges, and vocational technical colleges.
NEVADA - "State agency" includes the legislature, constitutional officers or any department, division, bureau, board, commission or agency of the State of Nevada.
NEW MEXICO - "agency" means any agency, board, commission, department, institution or officer of the state government except the judicial and legislative branches of the state government.
NORTH DAKOTA - All state departments, offices, and agencies shall deposit....
OKLAHOMA - Every agency, authority, department, commission, board, institution, office or officer of the State, except institutions of higher education, who issue or publish...
TEXAS - Each state agency shall furnish...
UTAH - The several officers and agencies of the state shall furnish...

An analysis... reveals that twelve states, all of which have recently enacted depository legislation, found it necessary to have a definition for "state agency." The states which do not have a definition have a long recitation of types of agencies.

Colorado, Kansas, Montana, Nebraska and Washington have practically the same definition. I think the definition originated in Washington in 1963. Nebraska and Kansas are a little more comprehensive than the original Washington definition because they specifically include educational institutions.

Educational institutions are also mentioned in the Iowa definition, and are included in the South Carolina recitation of types of agencies. All the states mentioning educational institutions have legislation less than five years old. One state, Oklahoma, specifically excludes educational institutions. Although California does not have a definition of state agency, it should be mentioned that the California act excludes the publications of the University of California in the paragraph defining "state publications."

Another element of the definitions of state agency is the specific mention in the Hawaii and Iowa acts of the three branches of government. The Minnesota definition is limited to the executive branch. However, the Minnesota legislation is a special act providing for a checklist for legislators. The New Mexico act limits its definition to the executive branch by excepting the judicial and legislative branches.

Contract or agreement is found in the laws of several states. (Excerpts)

COLORADO - The center shall enter into depository contracts...
KANSAS - To be placed on the mailing list as a "complete depository" or as a "selective depository" any municipal, county or regional public library, state college or state university, and out-of-state research libraries, must contract with the State Library...
NEVADA - Depository agreements with other libraries; standards. The state publications distribution center may enter into depository agreements with...

All these laws, except those of California and Kansas, place a duty on the depositry center or the state library to initiate the contracts: The center shall enter into depository contracts.... Colorado and Washington use the word shall; Alaska, Hawaii and Nevada use may.

The California and Kansas laws provide that the library desiring depository status must contract with a central agency. The terminology used is "to be placed on the mailing list as a 'complete depository'..."

The word contract is used in all the legislation except that of Nevada which uses the word agreement. Alaska uses "contract or agreement."

Compiled by M.T. Lane, 9/4/75

63-30-00 STATE PUBLICATIONS TO LIBRARY OF CONGRESS*

For over sixty years the Library of Congress has published the monthly Checklist of State Publications. A pioneer in the field of state documents bibliography, it was the first current bibliography of all the States. Its coverage also extends to the Territories and insular possessions of the United States, as well as to associations of state officials and to interstate organizations. In addition to documents issued by the various departments, bureaus, and other administrative agencies of state governments, the publications listed include those of state-supported societies and institutions, such as historical societies, universities and colleges, libraries, hospitals, and agricultural experimental stations.

State legislation requiring distribution of publications to the Library of Congress has proved to be a most effective means of broadening the Checklist's coverage. At present, twenty-one States have enacted laws requiring distribution of specified types of publications to the library, and, in addition, nine--Iowa, Kentucky, Maryland, Mississippi, New Hampshire, North Carolina, Ohio, South Dakota, and Utah--have laws requiring at least one copy of each state publication to be sent to the library.

To States that wish to provide by law for sending their publications to the Library of Congress, particularly States having no centralized distribution system, the model law following these remarks is offered as a guide in drafting legislation.

Note that Sections 1 and 3 are designed to provide for establishing a centralized administrative source to collect and distribute official publications. If a State already has this capability, Sections 1 and 3 may be omitted. Note also that in Section 2, which contains the basic provision of distributing publications to the Library of Congress, the ideal number of copies desired by the library within each listed category is suggested in square brackets.

SUGGESTED LEGISLATION

(Title, enacting clause, etc.)

Section 1.

The [department] shall be the administrator, collector, and distributor of official state documents in printed or nearprint form. The several departments of the state government shall, upon request of the [department], supply the [department] with such copies of their reports and other publications as may be necessary to effect exchange with other States for similar publications for the use of [department] or distribution to other agencies as provided herein.

Section 2.

The [department] shall furnish the Library of Congress [five (5)] copies of the Session Laws, [five (5)] copies of Codes or Statutes, [one(1)] set[s] of Legislative Journals, [five (5)] copies of Court Reports as issued, and [two (2)] copies of all other official state publications in printed or nearprint form. These specified numbers of copies shall be distributed to the Library of Congress before the State Printer shall certify the payment of any bill for printing or reproduction from state funds.

Section 3.

The [official] shall, at his discretion, distribute publications so received to the public libraries and other educational, scientific, literary, or art institutions of the State, which apply to be put on the mailing list for all or a portion of the state publications, and to such libraries and other institutions outside this State with which the [department] establishes exchange arrangements.

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*pp. 104-105, 1971 Suggested State Legislation. Lexington, Kentucky: Council of State Governments, 1971.

BEST WISHES TO ARMADILLOS & DOCUMENTS

Ugly as a document .....

Just as seldom seen

Ever ranging further

increasing

its number,

Since the Oligocene

Spreading o'er the land.

Untamed,

Unloved,

Misunderstood,

Quietly persevering, shy,

SUDDENLY .....

c a t a p u l t e d

TO

FAME!

*This illustration courtesy of Armadillo World Headquarters; other illustrations from Texas documents.